<u>Batheaston Parish Council – HR Committee Meeting 4th December 2023</u> <u>Staff Christmas Bonus Report</u>

Summary

For the past two years, Council has granted each member of staff a £25 Morrisons gift voucher in the period just before Christmas.

Commentary

- This is discretionary; there is no obligation on Council to pay a bonus.
- All staff are employed part-time, ranging from 6 hours / month to 25 hours / week
- We do not yet have a robust and defensible basis for awarding bonus based on performance (this is to be rectified in the coming months)

Recommendation

The Committee recommend to Council that the practice of previous years is repeated; a gift voucher of £25 be given to each member of staff.

Richard Maccabee,
Parish Clerk and Responsible Finance Officer
2nd December 2023