



# Minehead Town Council

## Senior Salaries and Pay Multiple – Transparency Code 2015

### Senior Employee Salary (Over £50,000)

The Local Government Transparency Code 2015 requires local authorities to publish details of any employee earning over £50,000 per annum.

Minehead Town Council has one employee who meets this criterion:

**Post title:** Town Clerk

**SCP:** 48

**Annual salary:** £61,198

### Summary of Role – Town Clerk (Proper Officer)

The Town Clerk is the Council's Proper Officer and senior employee, responsible for ensuring lawful governance, implementing Council decisions, advising the Council on statutory and procedural matters, overseeing the administration of the authority, and managing Council staff and resources. The Clerk also acts as the Council's lead officer for policy, compliance and corporate administration.

No other employee earns above £50,000.

### Pay Multiple

The Transparency Code requires the publication of the "pay multiple", defined as the ratio between the highest-paid taxable earnings and the median earnings of the whole workforce.

### Highest salary:

Town Clerk – £61,198 (SCP 48)

## Median Salary Calculation

The median salary has been calculated using all 14 contracted staff salaries on the April 2025 NJC pay spine, based on the following role groups:

- Deputy Clerk – SCP 29 equivalent range
- Amenities Team Manager – SCP 23 range
- Working Charge Hand – SCP 17 range
- Amenities Operatives and Admin Assistant – SCP 12 range (multiple posts)

Using these groups and their corresponding 2025 NJC salary values, the median salary for the Council's workforce is:

£39,663.00

### Pay Multiple Calculation:

£61,198 ÷ £39,663 = **1.54**

**Pay Multiple: 1.54**

## Organisation Structure

The Transparency Code requires publication of an organisation chart showing the roles of the senior employee(s) earning over £50,000.

Minehead Town Council has **one senior post**:

- **Town Clerk**, who is the head of the organisation.

A full staff structure is available on the Minehead Town Council website:

<https://res2.yourwebsite.life/res/61a759755d99ee0022a3d021/681b77228f98aa0ff4ff1b29>