



Staffing Committee Meeting Meeting Minutes for Monday, February 16, 2026.

Present: Alison Sercombe, Paul Gregory, Richard Barrett, Lucy Thomas

Officer: Clerk

Members of the Public: 0

The meeting opening at 18:30 and closed at 19:10

Number **Item**

#36/2025-26 APOLOGIES FOR ABSENCE

Cllr Street & Cllr Newman

#37/2025-26 DECLARATIONS OF INTEREST None

#38/2025-26 TO REVIEW & CONFIRM MINUTES

Review and confirm the minutes from the Staffing Committee meeting held on [12th January 2026](#), as previously circulated. Were approved by the Committee and duly signed by the Chairman as a true record of the meeting.

#39/2025-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS

Update on any outstanding actions from the Staffing Committee meeting on [12th January 2026](#).

#40/2025-26 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED - Approved

18:34pm

#41/2025-26 TO RECEIVE AN UPDATE FROM CLERK REGARDING IMPLEMENTATION OF FORMAL DISCIPLINARY INVESTIGATION

Clerk gave a precis of recent staffing issues to which the council approved a plan of action:

- to appoint an investigator to carry out investigation – Alison Sercombe (Chair)
- employee notification of investigation from staffing committee – Letter to be drafted and sent to employee
- confirm the deadline for the report to be completed by investigator- Monday 23rd February 2026
- to consider membership of disciplinary sub-committee membership if required – Cllr Thomas, Cllr Barrett, Cllr Newman (Panel)
- GMO tasks and contractor support that maybe needed- TBC

#42/2025-26 DATE OF NEXT MEETING Monday 23rd February 2026 18:30pm

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Signed:

Date: