



Staffing Committee Meeting Meeting Minutes for Wednesday, April 8, 2026.

Present: Alison Sercombe, Paul Gregory, Richard Barrett, Richard Street

Officer: Clerk, Asst. Clerk.

Members of the Public: 0/0

The meeting opening at 18:38 and closed at 19:29

#60/25-26 APOLOGIES FOR ABSENCE Cllr Newman. Noted and accepted.

#61/25-26 DECLARATIONS OF INTEREST None.

#62/25-26 TO REVIEW & CONFIRM MINUTES

Review and confirm the minutes from the Staffing Committee meeting held on 2nd March 2026, as previously circulated to members.

#63/25-26 TO RECEIVE AN UPDATE FROM CLERK

- i. Staff PDRs – one outstanding PDR due to outstanding works around the village being time critical.
- ii. 2026 Pay review update – GMOs pay has been updated to Oxford Living wage (£14.06) effective 1st April 2026.
- iii. Still awaiting update on 2026 NJC pay review.

#65/25-26 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED

Accepted and public resolved. Start 18:41

#66/25-26 TO RECEIVE A STAFFING UPDATE

Clerk gave a precise 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 – Friday 17th April 2026

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Signed:

Date:

- To consider membership of disciplinary sub-committee membership if required – Cllr Barrett, Cllr Gregory, Cllr Newman (Panel)

#64/25-26 **DATE OF NEXT MEETING** Friday 17th April 2026 10.30am

10 April 2026

Signed:

Date: