



Staffing Committee Meeting Monday, 5th August 2026, 18:30 DRAFT Minutes

Present: Alison Sercombe (Chair) and Councillors Paul Gregory and Richard Street

In attendance: Locum Clerk and Asst. Clerk

28/26-27 Apologies for absence: Richard Barratt, Toby Newman (Vice Chair)

#29/26-27 Declarations of interest/Dispensations: None.

#30/26-27 The minutes of the Staffing Committee meeting of 06.07.2026 were agreed and signed as a true record.

#31/26-27 Public participation & questions (maximum of 30 minutes in total 5 minutes per person): None.

#32/26-27 Outstanding Actions
i. There is one outstanding PDR.

#33/26-27 Update from the Locum Clerk/Assistant Clerk
i. 2026-2027 NJC Pay Review – still awaiting

#34/26-27 To Review Learning and Development Opportunities for Officers and Members
i. Cllrs Wolstenholme and Fox will be attending a Roles and Responsibilities course in December. The Locum Clerk has emailed Cllr Brooks but has not heard back. The Locum Clerk will investigate Councillors' responsibilities to take on training according to the Council's policies.

ii. The Locum Clerk will continue to investigate courses in line with the new Councillors' committees.

#35/26-27 Correspondence: None.

#36/26-27 Items of information without decision: None.

#37/26-27 To Resolve to Exclude the Public and Press from the Meeting Due to Personal and Confidential Nature of Business to be Transacted: The Committee resolved to remove members of the public from agenda item 38/26-27.

#38/26-27 To Consider Progress of Disciplinary Investigations and Determine Next Steps: The Committee resolved to form a subcommittee to meet with the employee. It was confirmed that Cllrs Street, Gregory and Newman would form this subcommittee, pending Cllr Newman's availability, with Cllr Street acting as Chair. They confirmed they would convene the disciplinary panel for a Disciplinary Meeting with the employee.

#39/26-27 DATE OF NEXT MEETING: To be confirmed

The meeting closed at 18:52.