

Staffing Committee Meeting Monday, 6th July 2026, 18:00 DRAFT Minutes

Present: Alison Sercombe (Chair), Toby Newman (Vice Chair), Councillors Paul Gregory and Richard Street

In attendance: Locum Clerk and Asst. Clerk

#17/26-27 Apologies for absence: Richard Barrett

#18/26-27 Declarations of interest/Dispensations: None

#19/26-27 The minutes from the Staffing Committee meeting of 01.06.2026 were agreed and signed as a true record.

#20/26-27 Public participation & questions (maximum of 30 minutes in total 5 minutes per person): No members of the public were present.

#21/26-27 Outstanding Actions
i. There is one outstanding PDR.

#22/26-27 Update from the Locum Clerk/Assistant Clerk
i. 2026-2027 NJC Pay Review – still awaiting

#23/26-27 To Review Learning and Development Opportunities for Officers and Members
i. The Locum Clerk has emailed Cllrs Brooks, Wolstenholme and Fox about a Roles and Responsibilities course, but has not heard back. She has not found any training courses in line with the committees on which they sit but will propose any which arise.

#24/26-27 Correspondence: None

#25/26-27 Items of information without decision: None

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

#27/26-27 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 the following agenda item.

#27/26-27 To Consider Progress of Disciplinary Investigations and Determine Next Steps
The Chair will meet with the employee and follow up with the Committee.

The meeting closed at 18:55.