

## PLASTERDOWN GROUPED PARISH COUNCIL

Minutes of a Staffing Committee Meeting held at Stampford Spiney Church on 1<sup>st</sup> November 2023 at 10.00am

Present: Cllr R. Phillips, Cllr E. Cole, Cllr R Pearson-Bunt and Cllr I. Walton.

Cllr R Pearson-Bunt was elected Chair of the Staffing Sub-Committee.

1. Apologies: Cllr J Sturmer – noted and approved due to family caring responsibilities.

2. Declarations of interest: None.

3. Resolution to Approve Confidential Meeting Relating to Staffing Terms and Conditions Having considered Part II Exclusion of the Public and Press: The Public Bodies (Admissions to meetings) Act 1960 Pursuant to Section 1(2) of The Public Bodies (admissions to meetings) Act 1960 and having regard to the confidential nature of the business to be transacted it was RESOLVED that the press and public be excluded from the meeting for the following items of business.

4. Minutes of Staffing Sub-Committee, 23 October 2023: Approved. Noted that the Sub-Committee has approved the appointment of a Payroll Service and that a proposal should be developed.

5. Recruitment of Clerk: In line with items 3, 4 and 5 of the Terms of Reference of this committee, the committee approved the appointment of a new Clerk – Caroline Metcalf.

6. Work Programme: The Committee considered a proposal for the appointment of a Payroll Service and d m Payroll Services was approved. Advice on payroll processes on exit was noted.

7. Date of Next Meeting: To Be Confirmed

8. Close: The meeting closed at 10.45 am

Signed:

Date:

Chair: