

**Minutes**

**Staffing Committee**

29th March 2021 at 6:15pm via zoom

Present:

✓
✓
✓
✓

Cllr. Mrs C Merricks  
Cllr. Mrs J Stanford (Chairman)  
Cllr. S Tollett  
Cllr. P Turner

✓
✓

Cllr. Mrs E Bradley  
Miss C Dyer (Clerk) in attendance  
Mrs J Cannings (Deputy Clerk)  
Cllr N Warren

- 1. Questions or comments from any members of the public present on any items relating to the agenda.** No members of the public were present.
- 2. Apologies for absence.** There were none.
- 3. Disclosure of interests.** There were none.
- 4. To approve the minutes of the staffing committee meeting held on 22<sup>nd</sup> March 2021.** It was resolved to approve the minutes of the 22<sup>nd</sup> March 2021.
- 5. Complaint.** It was noted that the complaint had been formally withdrawn and that there would be no further action in relation to this matter. Cllr Turner noted that a policy was needed for dealing with these matters going forward and suggested that the Staffing Committee's terms of reference should be reviewed as they do not include reference to this situation. *It was resolved to recommend to full Council to form a working group to review the relevant policies and procedures.*
- 6. Date of next meeting to be agreed.** Cllr Stanford expressed her thanks for the work of the Clerk during her time in post.

The meeting closed at 6:40.

Signed:

Dated: