



Minutes of Staffing Committee Meeting

A meeting of the Staffing committee took place on Monday 16th March at 13.00 in the Meeting Room, Community Centre, 1A Caxton Close, Tiptree CO5 0AH.

Councillors Present:

Cllr A Dickey - **Chair**

Cllr D Webb – **Vice Chair**

Cllr J Greenwood

Also in attendance: Clerk to the Council

012/24 Apologies for absence:

Apologies were **Accepted** from Cllr Maund as he has resigned from the Council and from Cllr Gulleford who resigned from the committee.

013/24 Declarations of interest:

There were no declarations of interest.

014/24 Minutes of Meeting:

The minutes of the meeting held on 14th October 2024 were proposed, seconded, and unanimously **Resolved** as being an accurate record and duly signed.

015/24 Exclusion of the Press and Public:

It was unanimously **Approved** that under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S5) of the Local Government Act 1972.

016/24 Parish Communication Officer:

After discussion it was proposed, seconded and **Resolved** unanimously that the clerk is to advertise for a Parish Communication officer, with the agreed advert and PayScale.

017/24 Staff hours and pay increase:

After discussion it was proposed seconded and **Resolved** unanimously that the staffing committee would increase the hours and pay of the Deputy Clerk.

018/24 Future job role of Deputy Manager in the community centre:

The new job role was discussed.

019/24 Chair closed the meeting at 14.07

Signed Date: