



MINUTES OF THE MEETING OF THE **STAFFING COMMITTEE** HELD AT THE TOWN HALL ON MONDAY 10th AUGUST 2026 AT 10am

PRESENT:

David Anderson
Michael Goodwin

Trevor Bennett

Mary Evans

Also in attendance: Faye LeBon (Town Clerk) and Gavin Watson (Maintenance Manager).

It was ***agreed*** that Trevor Bennett would chair the meeting.

1. To Receive Apologies for Absence

Apologies were received from Catherine Fletcher, Kay Montandon and Mitchell Philpott.

2. To Receive any Declarations of Interest or Requests for Dispensation

None raised.

3. To Agree Minutes from the Meeting of 22nd July 2026

The minutes of the meeting of 22nd July 2026 were ***agreed*** by the committee and signed as a true and accurate record by the Chair.

4. Matters Arising from the Minutes of the Previous Meeting – For information only and not detailed on the agenda

No matters raised.

5. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak

No matters raised.

6. Exclusion of the Press and Public

It was ***agreed*** to close the meeting to the press and public under the Public Bodies (Admissions to Meetings) Act 1960, for the duration of item 7 in view of the confidential nature of the business to be transacted.

The meeting was closed to the press and public

7. To Receive Recommendations from the Interview Panel and Appoint Cleaner(s) for the Public Conveniences.

David Anderson provided a report on the interviews that took place over Friday 7th and Monday 10th August. The interview panel recommended that Suzanne Childs and Phillip Briggs be employed on a 2:5 ratio of days. In addition to this, accommodation should be made to open the public conveniences one day a week to improve the working week for the Street Cleaner. The committee ***agreed*** with this recommendation. The Clerk and Maintenance Manager will arrange a rota.

8. To Note Items for Information and Inclusion in a Future Agenda

It was noted that the Communications Officer was now in post.

9. To Agree Date and Time of Next Meeting as Wednesday 9th September at 11.15am at the Drill Hall

This was ***agreed***.

There being no further business to conduct the meeting was closed at 10.25am

Signed_____

Date_____