



MINUTES OF THE MEETING OF THE **STAFFING COMMITTEE** HELD AT THE TOWN HALL ON FRIDAY 20th FEBRUARY 2026 AT 2PM

PRESENT:

Kay Montandon (Chair)
Mitchell Philpott

David Anderson

Trevor Bennett

Also in attendance: Faye LeBon (Town Clerk).

1. To Receive Apologies for Absence

Apologies were received from Cheryl Bould, Mary Evans and Michael Goodwin.

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

None raised.

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

The draft minutes of the previous meeting had been previously circulated. These were **agreed** by the committee and signed by the Chairman as a true and accurate record of the meeting.

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

No matters raised.

5. 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 item 6, in view of the confidential nature of the business to be transacted.

The meeting was closed to the press and public

6. To Ratify Panel Decisions

The grievance panel decision was reviewed. The committee **agreed** with the findings.

The disciplinary panel decision was reviewed. The committee **agreed** with the findings.

The Clerk will communicate the decisions.

The meeting was reopened to the press and public

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

Adoption of HR Policies

Staffing structure update and feedback from meeting of 4th March.

8. Date of Next Meeting

Thursday 19th March at 10am.

There being no further business to conduct the meeting was closed at 3pm

Signed _____

Date _____