



# Hartlebury Parish Council

Clerk to the Council – L Cleaver  
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**Minutes of the Staffing Committee Meeting held on Tuesday 20<sup>th</sup> July 2021 at the New Elizabethan School, Quarry Bank**

**Present Cllr Meredith (Chair), A Buck and R Tranter, also present L Cleaver Clerk with Cllr S Tranter .**

**The meeting commenced at 7.15pm to allow all to attend.**

## MINUTES

**74 Election of Chairman**

Nomination Cllr Meredith. Proposed by Cllr R Tranter and seconded by Cllr Buck and with no other nominations Laura Meredith was duly elected as Chairman of the Staffing Committee

**75 Apologies.**

Cllr Martins work commitment.

**76 Declarations of Interest.**

None

**77 Dispensations.**

None

**78 Minutes of the previous meeting held on 7<sup>th</sup> May 2020**

Proposed by Cllr Buck and seconded by Cllr R Tranter and unanimously **RESOLVED** that the minutes of the last meeting 7<sup>th</sup> May 2020 be signed as a correct record.

**79 Staffing Committee's Terms of Reference.**

Viewed by all with the following recommendations that (1 Members) be amended to reflect those now appointed to this committee, no other recommendations to be made to Full Council.

**80 To resolve that pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 S100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted.**

The Clerks Employment payment from 1<sup>st</sup> September 2021 agreed, consideration of the considerable hours worked. The Clerks Contract of Employment unanimously agreed to reflect the above.

The meeting closed at 7.50pm

Signed.....(Chair) Dated.....

DRAFT

**Parish Council Staffing Committee Membership, L Meredith (Chair) A Buck, K Humphreys, T Ingham, J Martins and R Tranter..**