



EMPLOYMENT MEETING HELD ON
THURSDAY 25th JUNE 2026 AT THE MEMORIAL HALL AT 4.30PM

Present: Cllrs: K Travis (Chair), T Fitzpatrick, and K Linssay.

Members of Public: – 0

Locum Clerk: D.Joy

MINUTES

The meeting voted for Cllr K Travis to Chair the meeting as no chair has been appointed yet.

1. Apologies for Absence

Cllr C Travis – unwell

2. Declarations of Interest and requests for Dispensations

If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)

None

3. Minutes from Previous meetings.

N/A for this meeting

4. **Public Participation**

The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak.

To receive County and District Councillors reports and allow Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/subject please contact the Clerk in writing for submission at a future meeting

The motion was proposed

Members **AGREED** to close the meeting.

The motion was proposed

Members **AGREED** to open the meeting.

05 **MATTERS FROM PREVIOUS MEETINGS**

To report on progress on items from previous meetings. No decisions may be taken.

N/A for this meeting

06. **Exclusion of the Press and Public**

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to legal and contractual issues.

The motion was proposed

Members **AGREED** to resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to legal and contractual issues.

07. **Policies**

7.1 To consider and agree the Employee Handbook.

The motion was proposed

Members **AGREED** to the following:

For the Clerk to make the proposed amendments and circulate to Councillors.

7.2 To consider and agree Councils' Disciplinary Policy.

The motion was proposed

Members **AGREED** to the following:

For the Clerk to make the proposed amendments and circulate to Councillors.

7.3 To consider and agree Councils' Appraisal Document.

The motion was proposed

Members **AGREED** Councils' Appraisal Document.

08. Pension

8.1 To consider and agree pension options.

The motion was proposed

Members **AGREED** Councils' pensions options.

09. Employees

9.1 To consider and agree the recruitment of the new Clerk.

The motion was proposed

Members **AGREED** the following:

To advertise the job with NALC, Indeed and NPTS.

For the Clerk to make amendments to the job advert, job description, salary and circulate to members being placing an ad.

9.2 To consider and agree the Contract for the new Clerk.

The motion was proposed

Members **AGREED** the Contract for the new Clerk.

10. To Report any other business.

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.

Delegated Powers:

None

11 Date of Next Meeting

11.1 To confirm that the date of the next Meeting of the Employment Committee TBA.

MEETING CLOSED: 6.05pm

CHAIR:_____

DATE:_____