



Laughton-en-le-Morthen Parish Council

The Village Hall
 Firbeck Avenue
 Laughton-en-le-Morthen
 S25 1YD

Minutes – Staffing Committee Meeting 16th August 2022

Present: Councillors: Mr T Stanway (Chairman), Mrs T Hutson, Mr S Johnson and the clerk Mrs C Havenhand. In attendance Parishioners: No parishioners were in attendance.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
SC 22/11	To receive and approve reasons for absence Councillors: Mrs J Cutting gave reasons for absence which were approved at the meeting.	
SC 22/12	To receive declarations of interest in respect of business on the agenda No interests were declared.	
SC 22/13	To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature of the business to be discussed. It was resolved that items relating to the recruitment process should exclude press and public due to the confidential nature of the item under discussion.	
SC 22/14	To receive information regarding the interviews for Assistant Clerk, agree selection of most suitable candidate, including terms and conditions and issue of an offer of employment The outcome of the interview was reviewed by the staffing committee, and it was resolved to offer the candidate the role, subject to reference. Terms - point 12 on the National Joint Council scale. £15pm WFH allowance plus expenses – standard holiday days. It was resolved that subject to references, a start date be set for 1 st October and the clerk issue a contract document signed by the Chairman.	Clerk
SC 22/15	To notify the clerk of matters for inclusion on the agenda of the next meeting which has been fixed for 21 st September 2022 at 7.15pm. There were no further matters at this point. The meeting closed at 4.15pm.	

Chairman

Date

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Chairman's Initial

Date