

CAWTHORNE PARISH COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE OF CAWTHORNE PARISH COUNCIL HELD IN THE MOXON ROOM, CAWTHORNE VILLAGE HALL, ON WEDNESDAY 22nd OCTOBER 2025

Present

Councillors: Cllr J Wilson (Chair), Cllr J Walker, Cllr S Eyre, Cllr S Shaw, Cllr A Jackson
Clerk: Mrs A A Winstanley

Minute No 41 REASON FOR ABSENCE

None

Minute No 42 DECLARATION OF INTERESTS

None

Minute No 43 TO REVIEW TERMS OF REFERENCE OF THE STAFFING COMMITTEE

The Terms of Reference were reviewed and nothing added or deleted

Minute No 44 TO DISCUSS TIMELINE FOR AGENDA AND MINUTES

It was agreed that the draft agenda and minutes would be produced no more than 2 weeks after the meeting – These will be circulated and a date of a week later given for any alterations.

Minute No 45 TO ACCEPT MINUTES OF PREVIOUS MEETING

Accepted and signed

Minute No 46 EXCLUDE PUBLIC AND PRESS

No public or press present

Minute No 46 TO REVIEW CLERKS TRAINING, SALARY, REMUNERATION AND WORKING HOURS

The Clerk left the room and the committee discussed the clerks' salary. When the clerk returned to the room the committee discussed with the clerk that there would be an inflationary salary increase back paid to April 25 in line with the current rates of pay following the NALC pay rates.

Training was discussed for the clerk and it was agreed that an online ILCA course would be beneficial. The clerk would bring this to the full council meeting and sign up to the training if agreed. It was decided that the clerks working hours would remain as they were currently.

Minute No 40 DATE OF NEXT MEETING

Resolved – Thursday 30th April 7pm. (Salary Review)

The date for the October meeting will be discussed at the above meeting and this will be regarding performance.

There being no further business the Chairman thanked all for attending and closed the meeting.