

WOODBIDGE TOWN COUNCIL

Minutes of the meeting of the **STAFFING COMMITTEE** held at St Mary's Church, Market Hill on **TUESDAY 29TH JUNE 2021 at 5pm**

Councillors:

Present: S Bale, P Gillard, G Holdcroft, E O'Nolan, C Page, S Rawlings and M Sutton

Apologies: Lady C Blois, S Miller and C Walsh

In Attendance: Locum Town Clerk

73. TO APPOINT A CHAIR OF COMMITTEE FOR 2021/2022

Councillor Gillard was elected Chair of Committee for 2021/2022.

74. TO APPOINT A VICE-CHAIR OF COMMITTEE FOR 2021/2022

Councillor Bale was elected Vice-Chair of Committee for 2021/2022.

75. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Blois, Miller and Walsh.

76. TO RECEIVE DECLARATIONS OF INTEREST

No Members declared any interests in items on the agenda.

77. TO CONSIDER REQUEST FOR DISPENSATIONS

There were no requests from Councillors with a Pecuniary Interest in an item on this Agenda for a dispensation.

78. TO AGREE AND APPROVE THE MINUTES OF THE STAFFING COMMITTEE MEETING HELD 6TH APRIL 2021

The Committee received and approved the signing of the minutes of the meeting held 6th April 2021 as a true record.

79. PUBLIC QUESTION TIME

There were no members of the public.

80. TO NOTE AND COMMENT AS APPROPRIATE ON AMENDMENTS TO THE LGPS 2013 ACT REGULATIONS WHICH CAME INTO FORCE ON 22 SEPTEMBER 2020

The Committee noted the amendments to the LGPS 2013 Act regulations which came into force on 22 September 2020.

81. TO AGREE THE PERSON SPECIFICATION AND ADVERTISEMENT FOR THE PERMANENT TOWN CLERK POSITION

The Committee noted and agreed, with amendments, the advertisement and person specification for the Town Clerk position and agreed to recommend to Full Council that recruitment commenced on 22nd July with a closing date for applications of 1st September.

82. TO NOTE AND AGREE THE UPDATED TOWN CLERK CONTRACT TERMS AS ADVISED BY BIRKETTS

The Committee noted that the updated Town Clerk contract terms were still under review with Birketts.

83. CLOSURE

The meeting was closed at 7.01pm.

Councillor Gillard
Chair