

MINUTES OF THE MANAGEMENT AND ESTABLISHMENT COMMITTEE HELD AT  
7.30PM ON MONDAY 3<sup>RD</sup> MARCH 2025

PRESENT

Chairman D Belcher.

Cllrs K Booth, L A Clarke, P Oakes, Mrs J Saunders.

Cllr H Whitaker (substitute for Cllr J Saunders)

Officer in attendance: Haf Barlow (Deputy Clerk)

51. Anyone attending or present at the Committee meeting declares that they are making, or intend to make, an audio recording and/ or film the meeting.

No recording of the meeting was made.

52. Questions from members of the public

There were no members of the public in attendance.

53. Apologies for absence

Cllr J Saunders and Cllr L Podmore.

54. Declarations of disclosable pecuniary or other interests

There were no declarations of disclosable pecuniary or other interests from Members.  
The Clerk has a disclosable interest in item 9 and will leave the meeting.

55. To approve as an accurate record the minutes of the previous meeting of the  
Management & Establishment Committee meeting held on 7<sup>th</sup> October 2025

**RESOLVED: That the minutes of the Management & Establishment committee held  
on 20<sup>th</sup> January 2025 are approved (NC)**

56. To receive the action log for 2024-25

All items were completed.

**RESOLVED: That the action log for 2024-2025 is received (NC)**

57. To resolve to exclude the press and public on the grounds that publicity would be  
prejudicial to the public interest by reason of the confidential nature of the business to be  
transacted

**RESOLVED: That to resolve to exclude the press and public on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted is accepted. (NC)**

57. To receive and consider a report from the Clerk on staffing and to agree any actions

The report from the Clerk was discussed. It was agreed that the Clerk would review the processes to recruit a new Council Community Support Officer and will report to the next committee meeting. Should the requirement to recruit a new Officer change, the Clerk and Chair will arrange a further M&E meeting.

**RESOLVED: The report from the clerk is received (NC)**

58. To receive and consider a report from the Chair on staff contracts

The report from the Chair on staff contracts was discussed.

**RESOLVED: The report from the Chair of the Committee was received and the Chair will liaise with the HR company to implement the outcome of the consultation.**

Meeting end time: 7.50pm

Chair.....

Dated.....