

ST ALBANS PARISH COUNCIL

Email: clerk@stalbanpc.org

Website: <https://stalbanpc.org>

Minutes of St Albans Parish Council Staffing Committee Meeting
Tuesday 26 November 2024, Emmanuel Church, Church View Close, Nottingham. NG5 9PE

Present: Cllr Bryant (Chair), Cllr Lari, Cllr. Jones

In Attendance: 1 x member of the public

No.	Agenda Item	Discussion
		Meeting opens at 6:40PM
S2421	To receive apologies for absence	Cllr. Reeds
S2422	Declaration of Interests	None received
S2423	To accept the minutes of Staffing Committee meeting held on 15th October 2024 as accurate	Proposed: Cllr Lari; Seconded: Cllr Jones. Approved: all in favour
S2424	Items requiring exclusion of the public	It is moved to exclude the public for items S2425 to S2427, as it involves discussing sensitive information. Proposed: Cllr Bryant; Seconded: Cllr Lari. All in favour.
S2425	To agree proposed contract for employment of Clerk and RFO.	After a contract review everyone agreed to it Proposed: Cllr. Jones; Seconded: Cllr Bryant all in favour

S2426	To agree to recommend a candidate to full council for appointment as Clerk and RFO	It was agreed to recommend Rhona Holloway as a candidate to full council for appointment as Clerk and RFO. Proposed: Cllr. Bryant; Seconded: Cllr Lari all in favour
S2427	To agree clerk handover procedure and appoint a line manager for the Clerk	Subject to the approval of the proposed nomination it was agreed to handover all Clerk material tonight and it was agreed to nominate Cllr. Lari as line manager for the Clerk. Proposed: Cllr. Bryant; Seconded: Cllr Jones Approved with 2 votes in favour 1 abstention
		Meeting closed at 6:50PM

Approved as a correct record and signed

-----**(Chair)**