Minutes of the Staffing Committee Meeting Held 10am Friday 27th June 2025

Town Hall, High St, Haslemere GU27 2HG

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| **Chairman** | Cllr J. Keen |
| **Vice-Chairman** | Cllr M. Carter\* |
| **Councillors** | Bayliss\*, Carroll, Leach\*, Nicholson\* |

\*- present

The meeting was clerked by Town Clerk Lisa O’Sullivan who chaired the first two items. In the absence of the chair, Cllr Carter chaired the remainder of the meeting.

1. **ELECTION OF COMMITTEE CHAIR FOR 2025-26**

Cllr Carter nominated Cllr Keen

Cllr Nicholson seconded the nomination

No other nominations were made.

**RESOLVED**: Cllr Keen is elected committee chair for 2025-26

1. **ELECTION OF COMMITTEE VICE-CHAIR FOR 2025-26**

Cllr Leach nominated Cllr Carter

Cllr Bayliss seconded the nomination

No other nominations were made.

**RESOLVED**: That Cllr Carter is elected committee vice-chair for 2025-26

1. **APOLOGIES FOR ABSENCE**

Cllr Carroll is on holiday, Cllr Keen is unwell.

1. **DECLARATION OF INTERESTS**

None disclosed.

1. **MINUTES OF THE LAST MEETING**

The minutes of the meeting held 15th April 2025 were approved as a true record and signed by the Chair.

1. **EXCLUSION Of THE PUBLIC**

**RESOLVED**: “That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

1. **GENERAL STAFF UPDATE**

The Clerk gave an overview of the two newest members of staff

It was noted that the Town Clerk has been employed at the Town Council for 15 years on 5 May 2025. The committee agreed to note this milestone by giving her an additional paid day off on Tuesday 6th May (5th is the early May bank holiday) for this year only.

**Meeting finished 18:45**

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chair of Staffing**

**Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_**