

# MINUTES OF STANWICK PARISH COUNCIL STAFFING COMMITTEE MEETING HELD ON

**Date:** 23rd February 2023  
**Venue:** Committee Room, Stanwick Village Hall  
**Time:** 8.07 p.m.  
**Present:** **Councillors:** N Peck (in the chair)  
S Glanville-Hughes  
S Kitchener  
**Clerk** J Hodgson

## **SC22.19** **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Konstantindis.

## **SC22.20** **APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Staffing Committee Meeting held 15<sup>th</sup> December 2022 be approved as a correct record and signed by the Chairman.

## **SC22.21** **DECLARATION OF INTEREST**

There were no declarations made.

## **SC22.22** **PUBLIC SPEAKING TIME**

There were no members of the public present.

## **SC22.23** **RESOLUTION TO CLOSE THE MEETING**

It was not necessary to make a resolution.

## **SC22.24** **CLERK'S JOB DESCRIPTION**

It was proposed and

### **RESOLVED**

That an addition to the Clerks job description in accordance with appraisal actions was approved.

**SC22.25      INFORMAL REVIEW PROGRESS AGAINST APPRAISAL ACTIONS**

There was a discussion of progress made.

**SC22.26      NEXT MEETING**

It was agreed that the next meeting would be held in June 2023 unless matters necessitated that a meeting be held sooner.

Meeting closed 8.11 p.m.

**Chairman**