



Village Hall
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**MINUTES OF THE PERSONNEL COMMITTEE MEETING
HELD AT THE VILLAGE HALL (CHAMBER)
ON TUESDAY 24TH MARCH 2026 AT 12.00PM**

Present:

Councillor P Wall (Chairman)
Councillor L Bauckham-Leys
Councillor R Cook
Councillor C Dennis
Councillor I Sparks
Clerk

25/P16.Apologies for absence

Apologies were received and accepted from Councillor Jemmett.

25/P17.Appointment of new member

It was resolved to appoint Councillor Ian Sparks to the Personnel Committee as Vice Chairman, as resolved by full Council on 18th March 2026.

25/P18.Minutes

The Minutes of the Personnel Committee Meeting held on 27th January 2026 were agreed and signed as a correct record.

25/P19.Declarations of Interest

None.

25/P20.Public Participation session

None.

25/P21.Confidential Matters

- (a) Under the Public Bodies (Admissions to Meetings) Act 1960 s.1(2), **it was resolved** to exclude members of the press and public for the duration of this meeting to consider the following confidential items.
- (b) Following detailed discussion, **it was resolved** to agree the job description as circulated for the new Community Worker role and the terms as follows: Temporary contract beginning as soon as possible and ending 31st October 2026; 15 hours per week; Spinal Column Point 9; NALC model contract. **It was resolved** to appoint Councillors Wall and Sparks to work with the Clerk in the recruitment process.
- (c) Subsequent to the approval of the job description (minute reference 25/P15(b)), **it was resolved** to change the job title of the Village Hall Community Worker to Village Hall Caretaker.

Meeting closed at 1.15pm