

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

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Minutes of the **Staffing Committee Meeting** of the Parish Council
Held on Tuesday 28th January 2025
at 7.15pm in the Meeting Room of the Community Hall, Market Lavington

Councillors Present: Cllr Turner-Scott (Chair), Cllr Roberts (HRAF Chair), Cllr Davis (Parish Council Vice-Chair and Chair of OS Committee), Cllr Poole (Chair Finance Committee), and Cllr Stevens (Parish Council Chair).

In attendance: Carol Hackett (Parish Clerk).

	AGENDA ITEM
24/25-206	Apologies for Absence None - all Councillors present.
24/25-207	Declarations of Interest and Dispensations to Participate There were none.
24/25-208	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.16pm – No members of the public present.
24/25-209	Appointment of new Parish Clerk / RFO a) Contract for new Clerk – Reference was made to the Draft Contract which had been circulated with the agenda papers, and reviewed with reference to the SLCC advice note and NALC guidance notes also circulated. There was a detailed discussion regarding the pension provision for the new Clerk, with a desire for balancing the professionalism of the job with affordability. Consideration was also given to other aspects of the contract including holiday entitlement, travel expenses, and implications of ‘continuous service’ inclusion in the contract. It was recognised that the financial implications regarding the pension provision, and the recommendation of the Staffing Committee to continue with new Clerks existing membership of the Local Government Pension Scheme would require approval by Full Council. With this in mind, it was agreed to hold an ‘Extraordinary Parish Council Meeting’ to seek approval for this, and other aspects of the contract – ACTIONS – Clerk to arrange meeting for Tuesday 4 th of February sending a copy of the draft contract with the agenda papers. b) Request for SIM only contract for dedicated Parish Council mobile phone number – Members approved this request as indicated by Councillors at the January Parish Council meeting.
24/25-210	Other Staffing Committee business There were none.
24/25-211	Date of next Committee Meeting To be agreed as required.
24/25-212	Closure of meeting There being no further business the meeting was closed at 8.24pm.