

**Meeting of the Staffing Committee
Thursday 16th October 2025 09.30
Venue: Brundall Memorial Hall**

Members of the Staffing Committee are summoned to attend.
Members of the Press and Public are permitted.

Agenda

- 1. Housekeeping**
- 2. To consider apologies for absence**
- 3. Declarations of interest**
- 4. Approval of Minutes of the Staffing Meeting held on the 3rd December 2024**
- 5. To consider whether the Council needs a Training Policy – referred from the Advisory & Scrutiny Committee**
- 6. To confirm the contract and terms and conditions for a Handyman**
- 7. To receive an update on the staffing salary payment review – Cllr Britt**
- 8. To consider a request from the Social Media Group for the Clerks to take on the responsibilities of creating the Facebook posts and responding to messages**
- 9. To consider a resolution to close the Meeting under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following:**
 - a) To receive an update on the 3 month and end of probation review for Clare Watkins**
 - b) To update on staff hours worked**
- 10. Items for next Agenda**
- 11. Date of next Meeting: tba**

Claudia Dickson
Parish Clerk

10th October 2025