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Minutes of the Personnel Sub-Committee Meeting, held in the Parish Council Offices on Tuesday 9th December 2025 at 4.30pm.

In attendance: Councillors V Manro (Chair), R Hailstone, S Heyes, A Roupelis and P Park.

Officers: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk/RFO, HR & Services Manager
Jason Watts, Parks & Facilities Manager

1. Apologies for Absence

Apologies were noted for Councillors R Worman (Personal Commitments).

2. Declarations of Interest

There were none.

3. Chairman's Announcements

There were none.

4. Minutes of the Previous Meeting

Proposed: Councillor S Heyes Seconded: Councillor P Park

Vote: Agreed with one Abstention.

RESOLVED: That the minutes of the Personnel Sub-Committee held on 27th October 2025 be signed as a correct record.

5. Staffing Matters

Members received a confidential report on current staffing matters and agreed the following:

Proposed: Councillor A Roupelis Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to retain Smart Public Finance for Accounting Services 2026-27 at an increased cost of £10,200.00. Budget 101/4008 Professional Services.

Proposed: Councillor A Roupelis Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to continue to explore an HR Platform and to allocate up to £12,000 into the 26/27 Budget Aspirations (equivalent to 0.83% / £1.34 on Band D precept).

6. Salary Budget 2026-27

Members discussed the proposals and agreed the following:

Proposed: Councillor A Roupelis Seconded: Councillor P Park

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council the following a salary budget of £1,006,388.00 inclusive of on costs for 2026-27.

7. Items for the next Agenda

To be provided as required.

The meeting closed at 5.10pm.

Chairman: _____