

GALLEYWOOD PARISH COUNCIL
MINUTES OF THE PERSONNEL MEETING
HELD AT THE KEENE HALL – RON WHITE ROOM – GALLEYWOOD
on Wednesday 11 March 2025 at 10.00am
Formal acceptance will take place at the next Committee Meeting

Present:

Councillors: A McQuiggan, N Paul and S Troop (Chairman)
In attendance: Clerk

25-129 Apologies for Absence
There were none.

25-130 Confirmation of Minutes
RESOLVED that the minutes of the meeting held on 14 January 2025 were a true and accurate account were signed by the Chairman.

25-131 Declaring of Interests and Dispensations
There were none.

25-132 Public Participation Session with respect to items on the agenda
There were no members of the public.

25-133 Exclusion of the Press and Public
There were no members of the public.

25-134 Personnel Matters
Members noted and considered the report provided on recruitment.
RESOLVED that:
a. A Village Attendant position for 10 hours per month be advertised with a closing date of 27 March 2025.
b. The job description for the above be amended to reflect current working pattern.
It was noted that the post will be vacant with effect from 17 April 2025.
Action: Terms of Reference to be reviewed in May 2025.

There being no further public business to be transacted, the Chairman closed the meeting at 10.45am.

Signed Chairman

Dated

