



Donnington & Muxton Parish Council
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STAFF AND PERSONNEL COMMITTEE

Minutes of the Staff and Personnel Committee Meeting held at Turreff Hall, Donnington on 15th December 2025 commencing at 6:30pm.

Present: Councillors I Alexander, I, Dugmore, Z Harrison, R Overton and O Vickers. Ex-officio members: Councillor J Urey.

Absent: Nil

In attendance: L Jakeman (Locum Clerk to the Parish Council).

SP25/12/18 Apologies: Nil

SP25/12/19 Declaration of Interests: Nil.

SP25/12/20 Exclusion of the Press and Public:

Resolved – that under the Public Bodies (Admission to Meetings) Act 1960 S1(2) and under Section 100(A) of the Local Government Act 1972, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

SP25/12/21 Staffing

The Councillors and Clerk considered the following:

1. Reviewed applications for the Town Clerk role and agreed on which of those applications should be invited to interview.
2. Resolved to confirm that the interview panel should comprise councillors, F Doran, L Dugmore and O Vickers.
3. Resolved that the Locum Clerk (in consultation with the members of the interview panel) be granted delegated powers to undertake all necessary activity to manage the recruitment process up to the point of making a recommendation (if any) to the Full Council.

The meeting closed at 19:42 hrs

Signed:

Date: