



**12<sup>th</sup> February 2026**

**To the Staffing Committee**

Dear Councillors,

You are hereby summoned to attend a **Staffing Committee Meeting** to be held at **ClayTAWC, Fore Street, St Dennis** on **Thursday the 19<sup>th</sup> February 2026 at 7.40 pm** (**To follow on from the General-Purpose Finance & Audit Committee Meeting**) for the purpose of transacting the following business.

Yours faithfully

*Lynn Clarke*

Lynn Clarke  
Clerk/RFO

**AGENDA**

**1. Apologies**

*To receive and approve apologies.*

**2. Declarations of Interest**

- a) To receive disclosures of Pecuniary Interests;*
- b) To receive disclosure of Non-Registerable Pecuniary Interests;*
- c) To disclose the receipt of hospitality or gifts over the value of £10 and*
- d) To receive written requests for dispensations on items to be discussed at the meeting.*

***N.B:*** *If you become aware during the course of the meeting, of an interest that has not been disclosed you must immediately disclose it and request dispensation if necessary.*

*Standing Order 3e*

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'.*

**3. To adopt the Minutes of the Staffing Committee Meeting held on the 13<sup>th</sup> November 2025.**

**4. Matters arising – Information only.**

**5. To receive a progress report from the appraisal update meetings.**

**6. To receive and update on the Bright HR System.**

- 7. To agree a date for the Clerks appraisal.**
- 8. To agree the proposed pay rises in April as set out in the budget.**
- 9. To agree the purchase of a second hand impactor at a cost of £40.00.**

*Any other urgent and relevant confidential item, for information, that the Chair considers appropriate.*

**This meeting has been advertised as a public meeting and as such could be filmed or recorded.**

**Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, the Council cannot guarantee this, especially if you are speaking or taking an active role.**