



## Stainland District Parish Council 32<sup>nd</sup> Staffing Committee Minutes – DRAFT

26<sup>th</sup> February 2026

### In attendance

Lisa Fieldhouse, Chair, Cllr Mullany, Cllr Bottomley, Cllr Ruth Redfern

Minutes taken by Cllr Ruth Redfern

Signed: Cllr Lisa Fieldhouse

	Item
26.S32.1	Apologies and Reasons for Absence and Lateness - Cllr A Lyness Brown has resigned. Thanks to him recorded.
26.S32.2	To receive Parish Councillors' declarations of interest. No declarations were made
26.S32.3	Public Participation Session. An opportunity for members of the public to address the meeting No members of the public were in attendance
26.S32.4	The minutes of the 30th Staffing Committee meeting of Stainland and District Parish Council held on 27.11.25 agreed and signed by the Chair, Cllr L Fieldhouse
26.S32.5	<ul style="list-style-type: none"><li>- The completion of the Clerks probation period agreed with feedback to full council;</li><li>- Contract of employment to be issued, once Cllrs Fieldhouse and Redfern have ensured consistency with recently agreed policies;</li><li>- Noted necessary arrangements for staff appraisals. A formal annual review with 1/4ly informal sessions to identify progress and consider wellbeing;</li><li>- Amendments to staff holiday allowances agreed;</li><li>- Pension provision with WYPS agreed in principle for staff. Further information required to implement.</li></ul> <p>Members agreed that following the resignation of Cllr Cllr A Lyness Brown Cllr Ruth Redfern be formally accepted onto the Staffing Committee.</p>
26.S32.6	To agree agenda items for the next meeting N/A
26.S32.7	To agree date of Next Meeting As necessary