

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Roger Handley

Vice-Chairman/Deputy Mayor:
Cllr. Ann Walmsley

Town Clerk:
Mrs. C. Benbow



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V.A.T. Reg.No: 164 8707 80

DRAFT Minutes of the Staffing Committee

held in the Chamber, Victoria Hall, on Wednesday 19 November 2025 at 7pm.

Present: Cllrs. R. Handley, A. Walmsley, T. Thomas, J. Walmsley, W. Tych.

Mrs. Benbow, Town Clerk.

DRAFT MINUTES

SC 25/15 Apologies for Absence

All were present.

SC 25/16 Public Participation: Have Your Say

There were no members of the public present.

SC 25/17 Minutes of the Previous Meeting

Members considered the Minutes of the Meeting of the Staffing Committee held on 8 October 2025.

RESOLVED

That the Chairman was authorised to sign the Minutes of the Meeting of the Staffing Committee held 8 October 2025 as a true record.

SC 25/18 Declaration of Interests and Dispensations

There were no interests disclosed in matters to be discussed or requests for dispensations.

SC 25/19 Public Bodies (Admission to Meetings) Act 1960

Members considered if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

RESOLVED

Although there were no public or press present, Members noted that Items 6 and 8 were confidential, as individual staff could be identified and this would breach GDPR.

SC 25/20 Annual Appraisals

Members considered staff appraisals and noted an update from the Town Clerk on actions agreed.

RESOLVED

That the annual staff appraisals were approved.

SC 25/21 Finance Administrator Recruitment

Members noted an update from the Town Clerk, that recruitment was underway.

SC 25/22 Town Clerk Appraisal

Members noted that the resolution was made in October 2021 (SC 21/09) to adopt the model suggested by Cllr. Logan, of an informal meeting with the Committee, every other month, to appraise the Town Clerk.

Members noted that this system of appraisal/supervision meetings has been operating and is effective. The Town Clerk was thanked for her work.

SC 25/23 Next Meeting

Members noted that the next meeting of the Staffing Committee would be convened as required. The meeting closed at 7.40 pm.

Signed

Date

Chairman