



**Tidworth Town Council  
Staffing Committee  
November 2022**



Minutes of the Staffing Committee on 17<sup>th</sup> November 2022 in Unit 3D Castledown Business Park, Ludgershall at 5.30 pm.

<b>Attended</b> Councillors H Jones (HJ) in the Chair M Connolly (MC), P Hedge (PH), C Webb (CW), D Kofitia (DK)  C Lovell (CL) – Town Clerk		<b>1. 22/001ST Apologies:</b>  <b>None</b> Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.
Item	Agenda Item	Action by
22/002ST	<b>2. Declarations of interest – NONE</b> (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).	
22/003ST	<b>4. Future Staffing structure for Civic Centre</b> There have been 75 hours per week budgeted for. The current roles will remain the same with the possibility of additional hours for staff already employed. It was agreed that cover would be needed from 8.30am and also for evening bookings, it was also agreed that there should be a duty phone.  It was agreed to form a Working group with the following members:  Cllr Webb, Cllr Connolly and Cllr Coleman.	
	<i><b>Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items were closed to the public due to their confidential nature.</b></i> <b>Proposed by HJ, seconded by MC, carried.</b>	
22/004ST	<b>5. Appraisals</b>	
22/005ST	<b>6. Salaries 2023/24</b>	
22/006ST	<b>7. Clerks Backdated Pay</b>	
21/007ST	<b>8. Date of next meeting</b> <b>TBC</b>	Agenda items to be submitted to the Clerk 7 days before meeting

**There being no further business  
to discuss the meeting closed at 6.30 pm.**