



WOMBOURNE PARISH COUNCIL

Minutes of the STAFFING COMMITTEE MEETING

held on **Monday 25th November 2024** at 6.15pm

This meeting was held in the Brook Room, Civic Centre, Gravel Hill, Wombourne, WV5 9HA

Present – Committee Members-

Councillors: Mike Davies, Jan Evans (Vice-Chairman), Ian Sadler, Mary Roberts (Chairman)

Clerk – Rachael Wright

40/24 – Apologies

None

41/24 – Declarations of Interest

None

42/24 – Minutes of the Last Meeting

Members approved the minutes from the meeting on 10th June 2024.

43/24 – Exclusion of the Public and Press

Members resolved that under Section 100 (A) (4) of the Local Government Act 1972 and the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting of the following items of business on the grounds that they involve the likely disclosure of exempt information.

44/24 – Complaint

Members noted Stage 1 of the Council’s Disciplinary Policy had been enforced and no further action was required.

45/24 – Staff Absences

Members noted two upcoming staff absences: one lasting two days on 17th and 18th December 2024 and another anticipated to last up to one month, with dates yet to be confirmed, but expected within the next three months.

Members agreed that no additional cover was required at this stage, as staff were making preparations for their absences.

It was **RESOLVED** to monitor the situation and seek assistance if circumstances change.

46/24 – Next Meeting

Members agreed to meet when required, subject to an agenda being issued as dictated by law.

The meeting closed at 6.35pm.

Signed: **Dated:**