



GLASTONBURY TOWN COUNCIL

Minutes of Staffing Committee held on 22 May 2025 at 7pm	
Councillors Present	White, Price, Oakden, Smyth
Apologies	Cllr Lokabandhu
Absent	
In Attendance	Town Clerk, Assistant Town Clerk, and Town Hall Manager
Public Participation	0 members of the public were present.

1. TO NOTE THE CHAIR AND DEPUTY CHAIR AS PER STANDING ORDERS

The committee noted that Cllr White would be Chair as Mayor, and Cllr Price would be Deputy Chair as Deputy Mayor.

2. TO RECEIVE APOLOGIES FOR ABSENCE AND NOTE THE REASONS GIVEN

Cllr Lokabandhu had offered apologies owing to personal commitments and these were noted.

3. DECLARATIONS OF INTEREST

No declarations were made in addition to those already declared to the Monitoring Officer.

4. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING AS A CORRECT RECORD

The minutes of the previous meeting were not available yet and these were deferred to the next meeting.

5. TO CONSIDER AN UPDATE ON RECRUITMENT

The interview panel for the roles of Community Services Officers and the St. Dunstan's House Operational Lead would be Cllrs White and Oakden with the Town Clerk. Interviews would take place on 30th June and 3rd July respectively.

6. TO CONSIDER AN APPRENTICE ROLE FOR THE TOWN COUNCIL

The assistant Town Clerk gave an update which was well-received by the committee and the Assistant Town Clerk would bring more information to a future meeting.

7. TO PASS A MOTION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 AMENDED BY THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014,

Initial:

Date:

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THE PRESS AND PUBLIC WILL BE EXCLUDED FOR THE FOLLOWING ITEMS DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

Proposed by Cllr Oakden, seconded by Cllr Smyth and **RESOLVED** unanimously.

8. TO CONSIDER THE CONCLUSIONS OF AN OCCUPATIONAL HEALTH REPORT AND MAKE ANY ASSOCIATED DECISIONS

The Town Clerk shared a report and gave an update to the committee.

Cllr Price proposed that the findings be accepted in full and that the Town Clerk be delegated to complete all of the necessary paperwork. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

9. IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 AMENDED BY THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014, THE PRESS AND PUBLIC WILL BE INVITED BACK FOR THE REMAINDER OF THE MEETING

Proposed by Cllr Oakden, seconded by Cllr Price and **RESOLVED** unanimously.

10. TO NOTE THE DATE OF THE NEXT MEETING AND CONSIDER ANY ADDITIONAL MEETINGS

The next meeting will be held on 23 June 2025.

SIGNED:	DATE:
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