

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Staffing Committee  
Held at 2pm on Wednesday 11<sup>th</sup> February 2026 at Benians Pavilion.**

**MEMBERS PRESENT:** Cllrs Pullen, McAllister, Davies.  
**IN ATTENDANCE:** Jo Tsigarides Clerk  
**APOLOGIES:** None

**26.01 SC APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**26.02 SC OPEN SESSION/PUBLIC PARTICIPATION**

**With no items to discuss, the Open Session concluded at 2.02pm and Standing Orders were applied.**

**26.03 SC DECLARATIONS OF INTEREST**

There were no declarations of interest.

**26.04 SC COMMITTEE MINUTES**

On the proposal of Cllr Davies, which was seconded by McAllister, it was **RESOLVED** to approve the Minutes of the Staffing Committee meeting held on the 19<sup>th</sup> November 2025. All were in agreement that they were a true and accurate reflection of the meeting.

**26.05 SC POLICY REVIEW**

The standard Staffing policies were reviewed with some significant amendments made to the Equality and Diversity and Absence Management policies. These will be presented to the Full Council along with the Dignity at Work, Health and Safety and Lone Worker Policies for adoption at the February 2026 meeting.

**26.06 SC STAFFING MATTERS**

**26.06.1 To consider discussing items 6.2 and 6.3 in a Closed Session.**

On the proposal of Cllr Davies, which was seconded by Cllr McAllister, and with all Councillors in agreement, it was **RESOLVED** to discuss Agenda items 6.2 and 6.3 in a Closed Session.

**26.07 SC Meeting Closed to the public at 2.08pm**

**26.08 To Discuss Staff Appraisal and any recommendations to the Full Council.**

The appraisal of the Assistant Clerk was discussed and Councillors agreed a pay recommendation to present to the Full Council.

**26.09**            **To review interviews for temporary Clerk cover and discuss recommendations to the Full Council.**

The Committee discussed the applicants and formulated a recommendation to present to the Full Council.

**26.10**            **Meeting closed at 2.37pm**

**26.11**            **Next meeting to be confirmed.**