



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Minutes of the **Staffing Sub-Committee** held via Zoom on **Wednesday 26th January, 2022**
at 7:15 pm.

The following members were present:

Cllr Poole (Chair)

Cllr Coleman

Cllr Graves

Cllr Heyes (Chaired the meeting until Cllr Poole arrived)

Cllr Mazower

Also in attendance:

Luci Ashbourne, Town Clerk

22. Apologies for absence.

No apologies for absence were received.

23. Declaration of interests.

There were no declarations.

24. Minutes

That pending amending the minute numbers so they follow the previous ones, the minutes of the last meeting held on 10th November be approved as a correct record and signed by the Chair.

25. Town Clerk's Report

The Town Clerk gave a verbal update on how things have been since starting her phased return to work in January. LGRC have asked for feedback from the organisational review. Comment to go to Cllr Poole to submit a response.

Cllr Poole joined the meeting at 19:45pm and resumed as Chair.

26. Pension Policy

Members received and considered a draft pension policy for Chipping Norton Town Council. Cllr Mazower proposed that the policy be adopted, Cllr Graves seconded this motion.

RESOLVED: The draft pension policy is adopted.

27. Confidential Session

RESOLVED: In view of the confidential nature of the business to be transacted, the press and public be excluded from the meeting in accordance with the provisions of s.1 of the Public Bodies (Admission to Meetings) Act 1960.

28. Staffing matters

Members received a verbal update from the interview panel on recruitment of Deputy Chair following interviews held on 24th January 2022. After scoring and lengthy discussions it was agreed to offer the role to Katherine Jang who, pending references will be starting with the Council on 14th February 2022.

Cllr Poole will write to LGRC to inform them that The Council will not need deputy support from the 11th January but would like to retain support from Janet Eustace in the form of progressing projects she has been working on, and mentoring the Clerk and incoming Deputy.

The Chair closed the meeting at 8:24pm

Signed as a correct record:

Chair.....

Date.....

DRAFT