

PITSTONE PARISH COUNCIL

Minutes of the Staffing Committee Meeting held on 23 September 2025 at Pitstone Pavilion, commencing at 7.30pm.

In accordance with the Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (S.I. 2012/2089) the public and press were excluded from this meeting due to the confidential/sensitive nature of the business.

SC9/25 ATTENDANCE AND APOLOGIES

Council present: Cllr Blunt (Chair), Cllr Nicholls & Cllr Saintey plus the Parish Clerk Mrs Eagling.

SC10/25 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No written declarations had been received, and no other declarations were made by members.

SC11/25 MINUTES OF THE MEETING held on 17/6/25

It was **RESOLVED** that the draft minutes of the Staffing Committee Meeting held on 17 June 2025 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

SC12/25 CLERK'S REPORT

- Working at Heights training – Cllr Nicholls to complete.
- Legionella training – Facilities Manager to complete.
- Volunteers Event scheduled for 15/1/26.

SC13/25 STAFFING MATTERS

- It was noted that the volunteers thank you evening on 12/9/25 had been well received by those that attended. It was **RESOLVED** to make enquiries with both Howe & Co and the Rose & Crown to explore the logistics of offering fish (or sausage) and chips at the January event instead of pizza (this appeared to be of a similar cost).
- It was **RESOLVED** to submit a proposal to full council for a provisional budget increase of 10% for staffing for 2026-27.
- It was noted that Cllr Cattermole had expressed an interest in training as a Community First Responder. Attempts to reach out to the local responder for an informal discussion had not been successful. It was **RESOLVED** to contact Derek Flint of South Central Ambulance Service regarding this and to request an update on the location/use of the parish council funded kits.

SC14/25 MATTERS FOR REFERRAL TO FULL COUNCIL

It was **RESOLVED** to refer the staffing budget proposal, and the proposal to trial fish & chips at the next volunteer thank you evening, to full council for approval.

SC15/25 DATE OF NEXT MEETING

It was **RESOLVED** to schedule the next meeting for Tuesday 3 February 2026 at 7.30pm.

SC16/25 CLOSURE OF MEETING

There being no further business to be transacted, the Chairman thanked the members for their attendance and closed the meeting at 19.55.

Signed: *B Blunt*

Date: 3/2/26

Chairman