



PULBOROUGH PARISH COUNCIL

Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

**MINUTES OF THE MEETING OF THE FINANCE & POLICY
STAFFING SUB-COMMITTEE HELD ON THURSDAY 23RD FEBRUARY 2023
AT THE VILLAGE HALL**

PRESENT: Cllrs: Clarke (Chairman), Hare and Kipp

IN ATTENDANCE: Mrs H Knight (Clerk)

The meeting opened at 9.00am

13. APOLOGIES FOR ABSENCE

All members were present.

14. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest by Members. There were no changes to register of interests made.

15. MINUTES

It was **RESOLVED** to approve the Minutes of the Meeting held on Thursday 12th January 2023 as a true and accurate record of the proceedings, and that the Committee Chairman sign them.

16. EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** that in view of the confidential nature of the business about to be transacted (staffing / personal data), the press and public be excluded from the meeting, and if present instructed to withdraw.

17. STAFF RESOURCING

The Clerk reported that the resignation of the Deputy Clerk had very recently been received. Members discussed the job details, office resourcing and recruitment process to fill the vacancy. Following discussion, it was **RESOLVED** to progress advertising the vacancy as soon as practicable, for filling the vacancy as a full time post, at the salary range SCP 18-23.

The meeting closed at 09.30am.

.....Chairman

.....Date