



**MINUTES OF THE GROBY PARISH COUNCIL
STAFFING COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 26th FEBRUARY 2026 at 11.00am**

Present: Cllr L Trivett (Chair), Cllr E Emmerson, Cllr C Lincoln
Also present: Parish Clerk

STA/023/25-26 APOLOGIES

Apologies were received from Cllr Clarke and Cllr Griffiths. **RESOLVED** to accept these apologies. Cllr S Jones was recorded as absent.

STA/024/25-26 DECLARATIONS OF INTEREST

There were none.

STA/025/25-26 MINUTES

RESOLVED that the minutes of the Staffing Committee Meeting held on 13th January 2026 be approved and signed as a true record.

STA/026/25-26 CLOSED SESSION

RESOLVED to move into Closed Session to exclude members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to consideration of staffing matters.

STA/027/25-26 STAFFING MATTERS

i. To receive an update on staff training

An update on recent staff training was received which included an employee’s attendance at LRALC run courses and an update on the Clerk’s CiLCA qualification.

Members were advised that a First Aid at Work course had been organised to take place in March at the Council Office and this would enable 4 employees to attend at the same time and obtain the required certification. Staffing training was **NOTED**.

ii. To receive an update on any other staffing matters

A staffing matter was brought to the attention of the Committee and was considered.

It was **RESOLVED** for fact-finding informal meetings to be arranged and for matters to be reviewed in a month’s time and brought back to the Committee for further consideration.

STA/028/25-26 NEXT MEETING

The date and time of the next meeting to be advised.

The meeting closed at 11.55 am.

Signed:
Chair

Date:.....

Chair’s Initials