



**MINUTES OF THE GROBY PARISH COUNCIL
STAFFING COMMITTEE MEETING
HELD AT THE COUNCIL OFFICES, LEICESTER ROAD, GROBY, LEICESTER
ON 20th JULY 2026 at 4.30 pm**

Present: Cllr L Trivett (Chair), Cllr K Griffiths, Cllr C Lincoln

Also present: Parish Clerk

STA/001/26-27 ELECTION OF CHAIR

Proposed by Cllr Lincoln, seconded by Cllr Griffiths and **RESOLVED** to elect Cllr Trivett as Chair of the Staffing Committee.

STA/002/26-27 ELECTION OF VICE CHAIR

Proposed by Cllr Trivett, seconded by Cllr Lincoln and **RESOLVED** to elect Cllr Clarke as Vice Chair of the Staffing Committee.

STA/003/26-27 APOLOGIES

Apologies were received from Cllr Clarke and Cllr C Mullins. **RESOLVED** to accept these apologies

STA/004/26-27 DECLARATIONS OF INTEREST

There were none.

STA/005/26-27 MINUTES

RESOLVED that the minutes of the Staffing Committee Meeting held on 20th April 2026 be approved and signed as a true record.

STA/006/26-27 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/007/26-27 STAFFING MATTERS

i. To discuss matters arising from a Freedom of Information request

Matters arising from a Freedom of Information request and subsequent Internal Review were discussed and advice from Council's HR/Employment advisor, Worknest, was received. The advice and various options available were discussed, **NOTED** and further discussion **DEFERRED** to a future meeting.

ii. To review staffing policies and procedures received from Worknest and to consider recommendations to Full Council

Members were informed that Worknest had now reviewed Council's Policies and Procedures in relation to employment and had advised they were in good order. Going forward Council could choose to either (a) adopt Worknest policies which would be reviewed and amended by them as part of the agreement or (b) continue to use Council's own policies for which any review by Worknest would be subject to additional charges.

It was **AGREED to RECOMMEND to Full Council** that the Worknest suite of policies and procedures, tailored to Council's requirements, are adopted.

iii. To receive an update on staffing matters and consider any training requirements

An update on new members of staff was received and **NOTED**. Training requirements for staff members was discussed.

AGREED to RECOMMEND to Full Council that a programme of training for staff members is approved.

STA/008/26-27 NEXT MEETING

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

The meeting closed at 5.25 p.m.

Signed:
Chair

Date:.....