



*DRAFT MINUTES - These minutes are draft only, until approved by the next meeting of the Parish Council.

Whitwick Parish Council Staffing Meeting Minutes **5th June 2026**

Meeting Date: 5th June 2026

Meeting Location: 3A Market Place, Whitwick, Coalville, Leics LE67 5DT

Meeting Start Time: 9 am

Councillors Present:

- Cllr Peter Moulton (Chair), Cllr Anthony Barker, Cllr Sue Colledge (Reserve member)

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- No members of public

26-226 APOLOGIES

No apologies for absence were received.

Cllr Andy Roach was absent due to work commitments, so the meeting was adjourned whilst a reserve member was sought.

The meeting was resumed at 9.31am.

Cllr Sue Colledge attended as the reserve member.

26-227 DECLARATIONS OF INTEREST

No declarations of interest regarding any agenda items were received.

26-228 PUBLIC PARTICIPATION SESSION

No members of public were present.

26-229 MINUTES

APPENDIX A

On the motion of Cllr Tony Barker, seconded by Cllr Peter Moulton,

Members RESOLVED to approve the Staffing Committee meeting minutes from the 27th of May 2026 meeting, as a true record, and to be signed by the Chair.

26-230 HR AND HEALTH AND SAFETY SUPPORT

The Parish Clerk talked members through some quotes that had been received for HR, Health and Safety and Legal support, and what level of cover each quote included.

On the motion of Cllr Sue Colledge, seconded by Cllr Peter Moulton,

Members RESOLVED to recommend to Full Council to approve HR and Health and Safety support, for a minimum of 2 years, maximum of 3 years, with HR and H&S, with legal cover to be decided, after confirmation we don't have the existing cover within our current policy.

26-231 EXCLUSION OF PUBLIC AND PRESS

To approve the exclusion of the public for the next agenda items:

As the following agenda item includes confidential information it is likely to be considered with members of the public excluded from the meeting in accordance with The Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 sections 100 and 102 for the reason that the nature of the business of the Parish Council is of a confidential nature.

On the motion of Cllr Peter Moulton, seconded by Cllr Sue Colledge,

Members RESOLVED to exclude the public and press for the confidential session.

26-232 STAFFING MATTERS

Members received a brief update from the Parish Clerk.

The Chair thanked members for attending.

Meeting Closed: 9.47am.

Chairman’s Signature:

Chairman Name:

Date Signed: