



Sutton Courtenay Parish Council

Minutes for a meeting of the Staff Committee held on Tuesday 1st September 2026 at Sutton Courtenay Village Hall, commencing at 9.18pm.

Present: Councillors Rita Atkinson (chairman), Robert Dalby, and Lia Plowman.

Absent: Councillor Jason Warwick.

In attendance: Jennie Currie, Clerk; 0 members of the public.

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- SC26/006 Apologies for absence
No apologies for absence were received.
- SC26/007 Declarations of Interest
No declarations of interest were received.
- SC26/008 Minutes for the meetings held on Tuesday 3rd February 2026
RESOLVED that the minutes of the meetings held on Tuesday 3rd February were a true and accurate record, and would be signed by the Chairman.
- SC26/009 Exclusion of the press and public
RESOLVED that subject to Standing Order 3d the press and public would be excluded from the meeting due to the confidential nature of the staffing matters to be discussed.
- SC26/0010 Assistant Clerk
Members noted that the Assistant Clerk's appraisal was completed on 12th August 2026.
RESOLVED that the permanent contract for the Assistant Clerk be approved.
The Clerk would sign on behalf of the Council.
- Close of meeting
There being no further business the Chairman declared the meeting closed at 9.21pm.

Signed

Dated