

BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

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Minutes of the Staffing Committee meeting held in the Village Hall, Bishops Lydeard on Monday 6th July 2026 at 12:00pm.

Persons present: Cllrs Allen (chair), Lewin-Harris, Bainbridge and Roberts supported by David Richards (Clerk).

Apologies: Cllr Bletcher

There were no members of the public present.

Agenda Item 1 - SC008/26 To note apologies

Cllr Bletcher sent an apology due to being on holiday. The reason was unanimously approved.

Agenda Item 2 - SC009/26 Declarations of Interest relating to matters on the agenda

None.

Agenda Item 3 – SC010/26 Comments from Members of the public.

No members of the public were present.

Agenda Item 4 - SC011/26 Adoption of the minutes of the Staffing Committee meetings held on 27th April 2026.

Cllr Bainbridge proposed that the minutes of the meeting held on 27th April 2026 were approved. Cllr Roberts seconded this and it was unanimously approved. They were then signed as a true and correct record by the Chair Cllr Allen.

Agenda Item 5 - SC0012/26 Review of Job Applications and Selection for Interviews.

All job applications were reviewed and considered. After some discussion it was agreed to offer two candidates interviews.

Agenda Item 6 - SC0013/26 Interview Timetable

It was agreed that the interviews would be arranged for Wednesday 15th July 2026 between 12:00pm and 2:00pm. The clerk agreed to contact the candidates and arrange the interviews.

Agenda Item 7 - SC0014/25 Proposals to the Parish Council for approval at the next Parish Council meeting.

As the interviews would not have taken place before the Parish Council meeting on 8th July 2026 it was agreed that the Staffing Committee would offer the successful candidate a job offer conditional upon satisfactory references and approval at the next Parish Council meeting (12th August 2026).

Agenda Item 8 - SC0015/25 Date of next meeting

The next meeting of the Staffing Committee is to be arranged when needed.

There being no further business, the meeting closed at 1:00pm