

## TEWKESBURY TOWN COUNCIL

### MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON WEDNESDAY 18<sup>TH</sup> JUNE 2025 IN THE MAYOR'S PARLOUR, TEWKESBURY TOWN HALL AT 6.00 PM

**Present:** Cllrs E Ash (Chair), A Hayes (Town Mayor), P Brookes, P Jones  
D Hill (Town Clerk)

- 1) **To receive apologies**  
Cllrs C Robertson and M Sztymiak
- 2) **To receive declarations of interests**  
None.
- 3) **To receive dispensations**  
None.
- 4) **To approve the minutes of the Staffing Committee meeting held on 15<sup>th</sup> January 2025**  
It was RESOLVED to approve the minutes of the Staffing Committee meeting held on 15<sup>th</sup> January 2025. Proposed by Cllr Jones, seconded by Cllr Brookes.
- 5) **Public participation**  
None.
- 6) **To receive written correspondence**  
None.
- 7) **Matters arising from the minutes – for information only**  
None.
- 8) **Review the budget report**  
The budget report was reviewed.
- 9) **Agree release of earmarked reserves and budget vires**  
This was reviewed and will be added to the meeting to be held on 11<sup>th</sup> March.
- 10) **Review of training register**  
The training register was reviewed.
- 11) **Review Asset Manager work undertaken to date and planned work programme**  
The documentation was reviewed. **Action:** Town Clerk to check that Neptune FM are on retained contractors list.

**TEWKESBURY TOWN COUNCIL**

There being no further business the meeting closed at 18:25.

Signature of Chairman upon approval of Minutes ..... 10<sup>th</sup> September 2025