

**THATCHAM TOWN COUNCIL**  
**Minutes of a meeting of the**  
**Staff Committee**  
**held on Monday 31<sup>st</sup> August 2023 at 7pm**  
**in the Council Chamber, Brownsfield Road, Thatcham**

Present: Councillor Mark Lillycrop (Chairman)  
 Councillors Suzanne Adamantos, Mike Cole, Owen Jeffery and Tom McCann

In attendance: Mel Taylor (Town Clerk)

**STA/2023/07 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**STA/2023/08 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**STA/2023/09 MINUTES**

**RESOLVED** to take as read and confirm as accurate, the Minutes of the meeting held on 26<sup>th</sup> July 2023.

**STA/2023/10 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that in view of the confidential nature of the business to be transacted, it was advisable in the public interest that the press and public be temporarily excluded, and they were instructed to withdraw.

**STA/2023/11 STAFFING MATTERS**

**a) Staffing situation**

The Town Clerk provided a verbal update on the current staffing matter and confirmed that the action agreed at the last meeting had been pursued and concluded. Details as set out in the confidential appendix to these minutes.

**RESOLVED** to note the Town Clerk's update.

**b) Future staffing provision**

Committee gave further consideration to future staffing provision.

**RESOLVED** to commission Local Council Consultancy to conduct a staff structure and salary review at a cost of £2,567.50 plus expenses.

There being no further business the Chairman declared the meeting closed at 8.41pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_