

MINUTES

Minutes of a Staffing Committee Meeting held in the Guildhall, Mill Street, Ludlow on **WEDNESDAY 10TH DECEMBER 2025** at 2.00 pm.

ST/59 PRESENT

Chair: Councillor Scott-Bell

Councillors: Cowell, Lyle and Owen.

Officers: Gina Wilding, Town Clerk
 Helen Jones, Senior Administrative Assistant

ST/60 ABSENT

Councillors Gill, Harris, Hepworth and Maxwell-Muller were absent.

ST/61 HEALTH & SAFETY

The Chair informed Councillors of the fire exits, fire assembly point and asked that everyone sign the attendance log.

ST/62 RECORDING OF MEETINGS

The Chair notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

ST/63 APOLOGIES

Apologies were received from Councillors Hepworth and Maxwell-Muller.

ST/64 DECLARATION OF INTERESTS

Disclosable Pecuniary Interests
None declared.

Conflict of Interest
None declared.

Personal Interests

None declared.

ST/65 **PUBLIC OPEN SESSION**

There were no members of the public or press present.

ST/66 **MINUTES**

RESOLVED ISB/DL (unanimous)

That the open and closed session minutes of the Staffing Committee meeting held on the 10th October 2025 be approved as a true record and signed by the Chair.

ST/67 **ITEMS TO ACTION**

RESOLVED ISB/DL (unanimous)

That the items to action of the Staffing Committee meeting held on the 10th October 2025 be noted.

ST/68 **SEXUAL HARASSMENT POLICY**

RESOLVED KC/ISB (unanimous)

That the updated Sexual Harassment Risk Assessment be approved.

ST/69 **PAY AWARDS**

RESOLVED DL/KC (unanimous)

That the NJC Pay Awards 2018–2025: Local Council Pay Settlements for England and Wales, be noted.

RESOLVED DL/KC (unanimous)

That the increase in the National Minimum Wage, be noted.

RESOLVED DL/KC (unanimous)

That the pay claim for 2026 / 27, be noted.

ST/70 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED DL/KC (unanimous)

That that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public be excluded and the meeting continue in closed session.

The meeting closed at 3.08 pm.

Chair

Date

Closed session minutes will be issued.