

## MINUTES

### Herstmonceux Parish Full Council Meeting Tuesday 1<sup>st</sup> March 2022 6.45p.m Herstmonceux Village Hall

#### Councillors in attendance:

**Herstmonceux Parish** - Jenny Alder- **Ch**; Jo Angear; Ketill Game; Emma Goodsell; David Harding; Heather Kenward; Graham Lee; Bryan Naish; Nick Porter; Ian Stewart; Peter Watson.

**Wealden District – 0**

**East Sussex County Council – 0**

**Clerk/RFO/Admin Assistant in attendance –** Clare Harrison / Maxine Hoad

**Members of the Public – 0**

Number	Item	Action
1. FCL_2022.03.01	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>The Chair opened the meeting at 6.47pm, welcomed everyone and reminded all that this meeting was being recorded.</p> <p><b>Apologies had been received from Cllrs:</b></p> <p>Cllr Porter Cllr Kenward Cllr Naish Cllr Harding</p> <p>Apologies were accepted.</p>	
2. FCL_2022.03.02	<p><b>DECLARATIONS OF MEMBERS' INTERESTS</b></p> <p>Declarations of Member's Interests were as declared at beginning of this administration term.</p> <p>Declarations that were specific to this agenda: There were none</p>	
3. FCL_2022.03.03	<p><b>MEMBERS DISPENSATION REQUESTS</b></p> <p>There were none</p>	
4. FCL_2022.03.04	<p><b>PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA</b></p> <p>This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes No members of the public were present / asked to speak</p>	
5. FCL_2022.03.05	<p><b>TO RESOLVE TO APPROVE THE MINUTES OF THE PERSONNEL SUB-COMMITTEE MEETING</b></p> <p>i. <b>Approval of all Recommendations</b> as per the Personnel Sub-Committee, 10<sup>th</sup> February 2022</p> <p>The Personnel Sub-Committee <b>Recommend to Full Council</b> that the Administration Assistant Role become a permanent contracted role. <b>All in favour.</b></p> <p>The Committee agreed the (continued) need for the new permanent Contract to be consistent with other Herstmonceux Parish Council employee (NALC) contract (which the temporary contract is based on). <b>All in favour.</b></p>	<p><b>Clerk to issue new contract</b></p>

Other items from the meeting are ongoing actions for approval at a later Full Council.

- ii. Personnel Sub-Committee Minutes for **Approval and Adoption**, meeting dates 10<sup>th</sup> February 2022

It was **RESOLVED** to accept that the Minutes of the Personnel Sub-Council Meeting on the 10<sup>th</sup> February 2022 be **Approved**.  
Proposed by Cllr Stewart seconded Cllr Lee . **All in favour**.  
Minutes were adopted and signed as a correct record.

6.  
FCL\_2022.03.06

**CLOSE OF MEETING**  
The meeting closed at 18.56

**Date of next meeting – Monday 28<sup>th</sup> March 2022, 7.00pm**