

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Personnel and Communications Committee meeting held on 13th January 2025 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllrs Greenizan, Long (Chair), Bowers, and Kate Leggett (clerk)

063 (001) Election of new committee chair.

As Cllr Long had not officially resigned, she remained in the chair.

064 (002) APOLOGIES

None received.

065 (003) DECLARATIONS OF INTEREST AND DISPENSATIONS

None

066 (004) MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on the 9th December 2024 were **AGREED AND SIGNED.**

067 (005) MATTERS ARISING

None for this meeting.

068 (006) PUBLIC FORUM

None for this meeting

069 (007) COMMUNICATIONS

7.1 Newsletter articles (space allowing)

- Budget special. Information on how the budget/precept is set.
- Photos of the Christmas light switch on
- Manor Rooms consultation
- Wildflowers on the common
- Post Christmas recycling/Old toy donations.

070 (008) POLICY, RISK ASSESSMENTS AND TIMELINES

None for this meeting

071 (009) STAFFING AND MANAGEMENT ISSUES

8.1 To discuss any staffing or management issues.

a) Update from Cllr Bowers re Clerk's job evaluation. Cllr Bowers took those present through email discussion she had had with an officer at Norfolk ALC. Cllr Bowers had failed to hear back from the original contact and had been contacted by another person and asked to supply a history.

b) The Clerk inform members that she has passed the second unit in the CiLCA qualification.

072 (010) DATE OF NEXT MEETING

Monday 13th December @ 6.30pm.

Those present thanked Cllr Long for her efforts with the Council and wished her luck for the future.

Meeting closed at 6.50pm.

Decisions	Actions
Newsletter	Clerk

Sign:

Date: