

ST ALBANS PARISH COUNCIL**Email: clerk@stalbansparishcouncil.gov.uk****Website: <https://stalbansparishcouncil.gov.uk>****Minutes of St Albans Parish Council Staffing Committee Meeting
Monday 29th July 2025, Emmanuel Church, Church View Close, Nottingham. NG5 9PE****Present:** Cllr Francesco Lari, Cllr. Rachael Ellis, Cllr. Sue Jablonskas**Apologies:** Cllr. Dylan Jones**Not In Attendance:** Cllr. Robert Gardener

No.	Agenda Item	Discussion
		Meeting opens at 6:30PM It was agreed Cllr. Jablonskas would manage the meeting until after the Committee Chair has been elected and Cllr Jablonskas would also take minutes.
825/01	Election of Committee Chair	Cllr. Ellis elected as Chair. Proposed Cllr. Lari, seconded Cllr Jablonskas, all in favour.
825/02	Line Management of the Clerk	Agreed the Chair would line manage the Clerk. Proposed Cllr. Ellis, seconded Cllr. Jablonskas, all in favour.
825/03	Clerk Role Discussion	Agreed to extend the Locum Clerk's contract until 31.03.2026. Proposed Cllr. Ellis, seconded Cllr.Lari, all in favour. Cllr. Ellis to ask the Clerk to clarify with GBC what the arrangements for the first meetings of the new Councils will be, in the absence of Clerks for the new Councils.
825/04	Documents and Assets held by the	The Locum Clerk to clarify with GBC the Documents and Assets held.and the importance of retaining documents of the current council as historical record.
		Meeting close at 6.55PM

Approved as a correct record and signed

-----(Chair)