

Minutes of the meeting of  
**Salcombe Town Council HR & Staffing Committee**  
Held at Cliff House  
At 13.00 on Friday 4th October 2024

**COUNCIL MEMBERS PRESENT**

Cllr Craig Niven (Head of HR & Staffing Committee)  
Cllr Kizzy Sims-Stirling  
Cllr Mark Goodey (Mayor, Deputy Head of HR & Staffing Committee)  
Cllr Peter Dickenson  
Sara Jones (Town Clerk)

**1. APOLOGIES**

None. Full committee in attendance

**2. DECLARATIONS OF INTEREST**

*To invite Members to declare any pecuniary interests and non-pecuniary interests that they may have in any matters to be considered at this meeting; and to note that a Member with a disclosable pecuniary interest, in any matter must, withdraw from the Chamber at the commencement of the consideration of that business, if later, the time at which the becomes apparent, whilst also considering if there had been any changes.*

None

**3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE HR & STAFFING COMMITTEE:**

- Thursday 23rd May 2024

Committee **RESOLVED** to postpone this agenda item to the next meeting.

**4. EXCLUSION OF PUBLIC AND PRESS**

Committee **RESOLVED** to exclude the public and press in view of the nature of the business about to be transacted in agenda item 5.

**5. OFFICE AND STAFFING MATTERS**

- i) Committee discussed the need for a replacement upon the retirement of Pete Robinson. It was initially thought that this new role would closely match that of Pete's current responsibilities ex the Cemetery which Sara and Romi have agreed to take on. Earlier in the week the Property and Maintenance working group met with Norse Consulting and it was felt that this sort of company is vital in securing the future of the Council Assets but they could also do a number of the roles currently undertaken by Pete. As such after much discussion it was felt that a Deputy Clerk would be a more suitable addition to the team. Given this, Council **RESOLVED** to reconvene on Wednesday 16<sup>th</sup> to discuss this change of direction in more detail.

Meeting concluded at 13.50

Minutes approved:

*Craig Niven*

Head of HR and Staffing Committee

Date:16/10/24