



**CHURCH  
LAWTON**  
Parish Council

**MINUTES OF COUNCIL MEETING HELD ON  
WEDNESDAY 4<sup>th</sup> APRIL 2024, 6:30pm  
LAWTON MEMORIAL HALL**

**Present:**

Cllr G Mitchell (chairman), Cllr M Blease-Bourne; Cllr R Giltrap, Cllr M Grocott, Cllr I Johnston, Cllr L Mackinnon and Cllr P Redstone (arrived 7:00pm immediately prior to the meeting closing.)

Clerk – Sue Davies

**23-24/190 To receive apologies for absence**

Apologies were received from Cllr E Mitchell.

**23-24/191 To receive any declaration of interests regarding agenda items.**

None.

**23-24/192 Public Speaking**

None

**23-24/193 Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.**

The Council resolved to exclude the press and public for the next item.

**23-24/194 Staffing Issues To receive a report in relation to staffing matters and the assistant clerk appointment.**

Cllr Blease-Bourne provided an update on the recruitment of the assistant clerk. The following was agreed:

**Resolved:** Following a recruitment process, that the Council appoint Clare Withington to the role of Deputy Clerk.

**Resolved:** The Council agreed to the proposed pay scale and conditions.

**Resolved:** That the job be titled Deputy Clerk going forward and not Assistant Clerk.

**Resolved:** To increase the Council hours to 80 a month. These are to be split between the Clerk (40 hours a month) and deputy (40 hours a month).