



BRIDLINGTON TOWN COUNCIL
Minutes of the Staffing Committee held on 26th May 2026
at Town Council Offices, 2A Marshall Avenue, Bridlington at 2:00pm

The meeting was held with Councillors Thelma Milns, Tim Norman & Angela Walker.
Three (3) Members in attendance
The Deputy Town Clerk recorded the minutes of the meeting.

Section A:

01.26/27 Welcome from the Deputy Town Clerk and reading of the Recording and Fire declarations:

RESOLVED: *Deputy Town Clerk N. Vickers opened the meeting (with Recording and Fire Declarations)*

02.26/27 To elect a Chair:

RESOLVED: *Cllr Thelma Milns was proposed, seconded and unanimously elected a Chair of the Staffing Committee 2026/2027.*

03.26/27 To elect a Vice Chair:

RESOLVED: *Cllr Angela Walker was proposed, seconded and unanimously elected as Vice Chair of the Staffing Committee 2026/2027*

04.26/27 To receive and accept apologies for absence:

RESOLVED: *There were none*

05.25/26 Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *All members declared non pecuniary interest s members of Bridlington Town Council.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *Dispensations were granted to all members in order for the agenda items to reach a resolution.*

06.25/26 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with Non-Pecuniary interests):

RESOLVED: *There were no members of public present at the meeting.*

Section B:

In accordance with the power granted by the Public Bodies (Admission to Meetings) Act 1960, to resolve that the Public and Media be excluded from the meeting on the grounds that confidential matters will be discussed:

06.26/27 To review the Staff Holiday Figures for year ending 2025/26:

RESOLVED: *The committee resolved to note all Staff Holiday Figures as approximate and resolved a cap of £220 per week on a phased return to work.*

07.26/27 To consider the monthly Health and Safety recording sheet:

RESOLVED: *The Committee noted the Health and Safety recording sheet for May 2026.*

08.26/27 To consider dates for shorth listing for the General Support Officer and Project Officer roles:

RESOLVED: *The committee resolved to invite all applicants to interview, therefore negating the requirement to short list for the roles as all applicants are treat equally.*

09.26/27 To consider dates for interviewing for the General Support Officer and Project Officer roles:

RESOLVED: *The committee agreed a dates and times for interview with the DTC to invite all applicants to interview.*

10.26/27 To consider dates for the three-month review in June of the Administrative Officers and Community Development Officer:

RESOLVED: *The committee resolved dates for the three-month reviews for the Administrative Officers and the Community Development Officer. DTC to inform staff of the date and time of attendance.*

11.26/27 To consider items for inclusion on the Staffing Committee agenda 7th June 2026 at 12 noon:

RESOLVED: *No items were resolved for inclusion in the Staffing Committee agenda 7th July 2026 at 12 noon.*

Signed:

Mayor of Bridlington

Date: