



## CLOSED SESSION MINUTES

Minutes of a Staffing Meeting held in the Guildhall, Mill Street, Ludlow on **THURSDAY 11<sup>TH</sup> JULY 2024** at 9.30am.

**ST/13**     **FLEXIBLE WORKING**

**RESOLVED (unanimous) BW/EG**

To approve the request from EG to work from home up to three days a week whilst ensuring that office-based days are sufficient to cover town council events.

**ST/14**     **ESTABLISHMENT LIST**

**RESOLVED (unanimous) EG/DT**

To approve the April 2024 staff establishment list.

**ST/15**     **LONG TERM SICK LEAVE**

**RESOLVED (unanimous) EG/BW**

To receive the report and to note that a further Staffing Committee meeting will be called in due course.

**ST/16**     **DELAYED PROCESS**

**RESOLVED (unanimous) EG/TG**

To note the report.

**ST/17**     **RESIGNATION/EARLY RETIREMENT**

**RESOLVED (unanimous) EG/DT**

To accept the resignation of RB, and to note that the council has not terminate the employment and will fill the arising vacancy in the normal way. In the

circumstance of employee resignation, the employer has no liability for strain payments.

The meeting closed at 10:10am.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date