

MINUTES OF THE **MEETING** OF THE **STAFFING COMMITTEE** HELD ON **WEDNESDAY 12<sup>th</sup> MARCH 2025** AT 6:15 P.M. AT NEWTON'S PLACE, WOLBOROUGH STREET, NEWTON ABBOT

**PRESENT:** Councillor R Buscombe (Chairperson) Presiding  
M Joyce (Vice Chairperson)

Councillors L Cooke  
D Corney-Walker  
A Gibbs  
L Wood

Also, present Cllrs A Hall and C Parker

In attendance: Phil Rowe – Town Clerk  
Sam Scott – Deputy Town Clerk & RFO  
Linda McGuirk – Principal Administrator  
Pierre Doutreligne – Projects & Strategy Officer

449. **APOLOGIES FOR ABSENCE**

All members were present.

450. **INTERESTS**

None declared.

451. **MINUTES**

The Minutes of the Meeting of the Staffing Sub-Committee held on 2<sup>nd</sup> October 2024 were received and signed as a correct record.

452. **POLICIES**

The Chairperson introduced the policy documents, previously circulated, and invited the Town Clerk to give a brief outline of the new policies

**a) LGPS Employer Discretions Policy**

The policy is based on the template provided by the Council's Local Government Pension Scheme (LGPS) provider, Peninsula Pensions. A minor amendment was made on page 8, first paragraph, to clarify the next steps in the process for considering non-mandatory discretions and policy decisions.

These non-mandatory discretions have been included in the policy but require formal consideration by the Council to determine an agreed policy position. It is proposed that the Staffing Committee reviews and considers these matters at its meetings on 1st October 2025.

**b) Flexible Retirement Policy**

Chair initials.....

The Flexible Retirement Policy is required to support the LGPS Employer Discretions Policy. As part of the review, a minor typographical amendment was made on page 3, and an additional provision was included on page 4, item 6 regarding requests made by the Town Clerk:

- If the flexible retirement request is made by the Town Clerk the Chairperson of the Staffing Committee will advise the Clerk.

**RESOLVED** that the Staffing Committee recommends to the Full Council that the following policies:

- **LGPS Employer Discretions Policy**
- **Flexible Retirement Policy**

be approved and formally adopted, subject to the minor amendments.

453. **EXCLUSION OF THE PUBLIC AND PRESS**

Due to the sensitive nature of the business to be transacted, it was:

**RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

454. **STAFFING**

The Town Clerk requested the Staffing Committee to consider a request for Flexible Retirement, to include a reduction in working hours.

**RESOLVED** that subject to the Council adopting the Flexible Retirement Policy, the request for Flexible Retirement by the Town Clerk be hereby granted and that from 1st April 2025 the hours worked be reduced from 37 per week to 34.

Meeting closed at 18:30 pm

Chairperson.....Date.....

Chair initials.....