

Draft Minutes of Lyminge Parish Council Meeting.
Held on Thursday 24th July 2025 in Etchinghill Village Hall.

Present: Cllrs Arnold, McWhinnie, Fagg, Harrison, Burren and Hall.

In attendance: Chani Sanger (Clerk)

07.01 Election of Chair: Council resolved to elect Cllr McWhinnie as Chair for the duration of the meeting.

Welcome and apologies: Cllrs Pottage, Baldwin, Mills, Wake-Smith.

Declarations of interest: None

07.02 Employee arrangements:

Council resolved to exclude press and public under The Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be transacted.

An update was received from the Personnel Committee and set out their recommendations to the Full Council.

Council resolved to approve the following contractual terms:

- Hours: Up to 25 hours per week
- Duration: Up to 9 months with the option to extend to 12 months
- Minimum of one office based day
- Mileage allowance payable at HMRC rates
- Probation: 3 months with regular reviews
- Statutory holiday, sick pay etc

It was also noted that two updates per month were provided, one outlining how the council has performed in that month and the other identifying areas of work that have been completed by employees in that month.

Date of next meeting: 12 August

Meeting closed at 11:01

Signed: _____ Chair (Date __/__/25)