

hirers. The Clerk undertook to do this as a matter of urgency and seek assistance from the police in serving the notice.

ACTION
Clerk
urgent

11. Staff Grievance.

Following consideration under confidential terms, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Chairman should send a letter of clarification to a member of staff.

AEH
asap

12. Communications from Staff.

Under confidential terms, members discussed two letters. **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Chairman should send a letter of clarification to a member of staff, which would be followed up by the Clerk holding a staff meeting. Following careful consideration and investigation, **IT WAS FURTHER RESOLVED** that the Clerk should send an appropriate reply to a letter she had received.

AEH
asap
Clerk
asap