

Toft Newton Parish Council

E-mail: clerk@toftnewtonparishcouncil.gov.uk

Website: <https://toft-newton.parish.lincolnshire.gov.uk>

Minutes of the Personnel Committee Meeting

Thursday, 2nd of July 2026 Toft Newton Village Hall, Washington Drive, Newtoft, near Market Rasen, Lincolnshire, LN8 3NN.

Members Present:

Parish Councillors R Nelson, J Roson and B Carpenter

Parish Councillor R Gibbs attended as an observer.

In attendance:

Michael Lewis, Locum Proper Officer

There were no members of public present.

Part A – Public Meeting

Agenda Item Business Transacted Number

ADDENDUM TO MINUTES

2026-27/069 The Locum Proper Officer incorrectly stated at 2026-27/069 that Lesley Keast was a Chartered Accountant.

Upon taking up post as the Parish Council Clerk, Responsible Financial Officer and Proper Officer, Lesley Keast pointed out this mistake in the minutes from the 2nd of July 2026 Personnel Committee meeting to the Locum Proper Officer.

The Locum Proper Officer then shared this information with Councillors during agenda item 2026-27/084 on the 7th of July 2026.

Therefore, the correct information is:

- Lesley Keast is not a Chartered Accountant as incorrectly stated by the Locum Proper Officer but does have extensive accounting experience in a range of sectors, including in small businesses, sporting groups and has budgetary experience within the local authority sector.

This addendum will be attached to the previously circulated draft minutes.

Please note:

In accordance with our 2026 Standing Orders, these minutes will be distributed to Councillors and made available on the Toft Newton Parish Council website in draft form within 28 days of the meeting taking place.

Additionally, in accordance with our 2026 Publication Scheme, draft and final documents that contain signatures or other identifying features such as addresses, phone numbers, etc., will be redacted prior to being uploaded to the website.

Approved by Toft Newton Parish Council	Date:
Personnel Committee Chair's signature:	

Date and time of upcoming meetings:

Meetings are held at Toft Newton Village Hall, Washington Drive, Newtoft, near Market Rasen, Lincolnshire, LN8 3NN.

Tuesday, 8 th September 2026	6:00pm	Parish Council meeting
Tuesday, 8 th September 2026	Upon closure of business of the Parish Council meeting	Personnel Committee meeting
Tuesday, 3 rd November 2026	6:00pm	Parish Council meeting
Tuesday, 12 th January 2027	6:00pm	Parish Council meeting
Tuesday, 2 nd March 2027	6:00pm	Annual Parish meeting
Tuesday, 2 nd March 2027	6:30pm	Parish Council meeting