

# Bourton-on-the-Water Parish Council

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## To Members of the Staffing Committee

You are hereby summoned to attend a meeting of the Staffing Committee to be held at **5pm on Wednesday 29<sup>th</sup> March 2023** in the Salmonsbury Room at The George Moore Community Centre.

Meeting papers are available at the link [Papers](#)



Mrs Sharon Henley  
Clerk/RFO

23<sup>rd</sup> March 2023

## AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. Approval of the draft minutes of the meeting held on 10<sup>th</sup> November 2022.
4. Matters Arising:
  - 4.1 Recruitment of Committee Clerk/Administration Assistant
5. Absence Policy (Paper 1): To review draft updated document and approve or agree further amendments. For ratification by full Council.
6. Committee Clerk: To note pension arrangements.
7. Local Government Pay Claim 2023-24: Update by the Clerk.
8. SLCC's HR Summit 22<sup>nd</sup> March: Short update from the Clerk following training, including any recommendations for further actions.
9. Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following item is confidential as it relates to employment matters. As such, the press and public are excluded from the meeting.
10. Role of Committee Clerk:
  - 10.1 To discuss recommendations from the Clerk in relation to the development of new role and agree any further actions required.
  - 10.2 To agree recommendations to Council in respect of postholder's probationary period.