



## **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 **6.00pm on Thursday 25<sup>th</sup> July 2024** in the Windrush Room at The George Moore Community Centre.

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

Sharon Henley  
Mrs Sharon Henley  
Clerk/RFO

19<sup>th</sup> July 2024

### **AGENDA**

**Public Session:** Opportunity for members of the public to speak on items on the agenda for a maximum of 3 minutes, as per Standing Orders.

1. Apologies for absence.
2. Declarations of Interest.
3. Approval of the draft minutes of the meeting held on 16<sup>th</sup> May 2024.
4. Matters Arising.
  - 4.1 Circulation of Dignity at Work Policy.
  - 4.2 Nolan Principles during Council Meetings.
  - 4.3 Amended wording for Code of Conduct.
  - 4.4 HR Consultant.
5. Local Government Pay Review 2024-25: To receive an update from the Clerk.
6. Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they relate to employment matters and related statutory obligations. As such, the press and public are excluded from the meeting.
7. Staff Appraisals (Confidential Papers 1a & 1b): To review templates provided by HR Consultant and agree final versions for use.
8. Equality Act 2010: To receive an update following actions from the last meeting and agree further actions.
9. Work-Related Stress (Confidential Papers 2a & 2b): To receive documents from Cllr Wareing and agree further actions required.
10. Staff Contracts (Confidential Papers 3a and 3b): To receive feedback from HR Consultant, review template provided and agree further actions.