



Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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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 **5.30pm on Tuesday 4th February 2025** in the Salmonsbury Room at The George Moore Community Centre.

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

Sharon Henley

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Mrs Sharon Henley

Clerk/RFO

28th January 2025

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 22nd October 2025.
4. Matters Arising: Equality Act 2010
5. Recruitment of new member of Clerking team: To consider a quote from CHRGS (Paper 1) and agree recommendations to full Council on recruitment methods and delegated authority.
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. Employee Terms & Conditions (Confidential Papers 2a, b & c): To consider advice received from CHRGS and additional information and agree recommendations to full Council.
8. Employee Contractual Matters (Confidential Papers 3a & b): To agree CHRGS recommended template for adoption or any further actions required.
9. To agree a date of next meeting.