

**A Meeting of Batheaston Parish Council
Human Resources Committee
is to be held at 7:00pm on Tuesday 11th March 2025
at the Rhymes Pavilion, Coalpit Road, BA1 7NW**



AGENDA AND NOTICE OF MEETING

PROCEDURAL MATTERS

1. **Public participation** regarding matters on the agenda.
2. **To receive** apologies for absence.
3. **To receive** any declarations of interest from Councillors.
4. **To approve** the draft minutes of the meeting of the Committee held on Tuesday 21st January 2025.

RESOURCING

5. **Closure of the meeting to members of the Public**
 - 5.1. To resolve that for the following item (Item 6) members of the public should be temporarily excluded from the meeting. This is to protect the personal details of Council Staff in accordance with Public Bodies (Admission to Meetings) Act, 1960.
6. **Resourcing Review**
 - 6.1. **To receive** a report from the Clerk on the new grading and options for implementation. (Clerk, A)
 - 6.2. **To approve** the proposed grading for the new roles.
 - 6.3. **To approve** the recommendation for the implementation of the proposed structure, to be presented to the next Council Meeting for approval.

POLICY MATTERS

7. **To receive** a report from Clerk confirming the policies in place, and the priorities for approval of any remaining policies. (Clerk, A)
 - 7.1. **To approve** a Health and Safety Policy, including Lone Working (Clerk, A)
 - 7.2. **To approve** an Equality Policy (Clerk, A)

8. Clerk's Report

8.1. To receive a report from the Clerk. (Clerk, A)

Council meetings are open to the public, and members of the public are welcome to join and may speak by invitation

Signed: -  Parish Clerk

Date issued: 6th March 2025