

# SHRIVENHAM PARISH COUNCIL (SPC)

12<sup>th</sup> February 2026 at 9.30 am

Memorial Hall, Highworth Road, SN6 8BL

Dear Councillor

You are summoned to attend a Personnel Committee meeting to be held in the Claridge Room on **Thursday 12<sup>th</sup> February 2026 at 9.30 am**.

Liza Whitney  
Clerk

—  
5<sup>th</sup> February 2026

## AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest & requests for dispensations.
3. To approve minutes of the meeting held on 16 January 2026
4. To propose to go into confidential session (Public Bodies (Admission to Meetings) Act 1960), to consider confidential business
5. To discuss the Hall & Administration Officer role
6. To discuss the Caretaker role
7. To discuss the Handyman position cover
8. Agenda items for next meeting
9. Date of next meeting: TBC