

Shrivenham Parish Council (SPC)

28 August 2026 at 10:00

The Claridge Room, Memorial Hall, Highworth Road, SN6 8BL

Dear Member of the Personnel Committee,

You are summoned to attend a Personnel Committee Meeting on behalf of SPC to be held on Friday 28 August 2026 at 10:00 in the Claridge Room.

Yours sincerely,
Bob Sheldon
Chair SPC

24 August 2026

Agenda

1. Apologies for absence
2. Declarations of Interest & requests for dispensations: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda.
3. To approve the minutes of the Personnel meeting on 15 Aug 26.
4. Public Participation Time:
*This period is designated for public speaking in accordance with Standing Order 3 (f).
Members of the public are welcome to speak on any business for up to 3 minutes.
Questions will be restricted to a maximum of 3 per person, per meeting.*
5. Motion to move into Confidential session.
6. HR investigation.
7. HR policies.
8. Review of staff employment contracts.
9. Finance Officer recruitment.
10. Staffing issues.
11. Agenda items for next meeting.
12. Date of next meeting: TBC.