Shrivenham
Parish Council

Minutes of the Parish Council Staffing Committee Meeting (SC30/10/26).

Meeting Details.

Date	:	30th October 2026
Time	:	3.00 pm
Venue	:	Memorial Hall, Highworth Road, Shrivenham, Wiltshire, SN6 8BL
In attendance	:	Cllr Sheldon, Cllr Brown, Cllr Jones, Cllr Ware
Clerk/RFO	:	D Hatton

Minutes (SC30/10/26).

1. **Apologies for Absence**.
   1.1. To receive and approve apologies for absence.
   No apologies were received.

2. **Declarations of Interest and Dispensations.**
   2.1. To receive any declarations of interest under the Localism Act 2011 and to consider any requests for dispensations.
   None.

3. **Minutes of the Previous Meetings.**
   3.1. To consider and approve the minutes of the Shrivenham Parish Council Staffing Committee meetings held on and authorise the Chair to sign them as a true record.
   3.1.1. 21st October 2026.
   Proposed. Seconded. Approved. **RESOLVED**. Chair signed minutes. Clerk to publish.

4. **Confidential Session.**
   4.1. To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to discussions relating to staffing matters which include confidential information.
   Proposed. Seconded. Approved. **RESOLVED**. All non-members left the room.

Shrivenham Parish Council - Approved

Signed .....(Chair) Date .....

5. Staff Matters.

5.1. To consider actions regarding staffing matters.

5.1.1. Proposal to accept all recommendations made by the external HR consultant and approve all associated costs.
Proposed. Seconded. Approved. **RESOLVED**. Clerk to arrange for all payments to be made.

5.1.2. Proposal to engage Taurus HR to conduct investigations/initial interviews as required regarding clarifications to existing contracts. £75.00 per hour.
Proposed. Seconded. Approved. **RESOLVED**. Clerk and Cllr Brown to arrange.

6. Date of next meeting.

6.1. As required.

Meeting closed 3.30pm.

Shrivenham Parish Council - Approved

Signed .....(Chair) Date .....