



**A Meeting of Batheaston Parish Council Human Resources Committee  
is to be held at 7:15pm on Tuesday 6<sup>th</sup> September 2022**

**This meeting will be held 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 5<sup>th</sup> July 2022. (Clerk, A)

#### **POLICY MATTERS**

5. **Disciplinary Procedure**
  - 5.1. **To consider and approve** a draft Disciplinary Procedure. (Clerk, A)
6. **Grievance Policy**
  - 6.1. **To consider and approve** a draft Grievance Policy. (Clerk, A)
7. **Annual Leave Policy**
  - 7.1. **To consider and approve** a draft Annual Leave Policy. (Clerk, A)
8. **Data Protection Policy**
  - 8.1. **To consider and approve** a draft Data Protection Policy. (Clerk, A)
9. **Clerk's Report**
  - 9.1. **To receive** a report from the Clerk. (Clerk, A)

**Forthcoming Meetings:**

Council Meeting, 20th September 2022  
HR Committee Meeting, 1<sup>st</sup> November 2022

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: 1<sup>st</sup> September 2022