

**Minutes of a Meeting of the Human Resources
Committee of Batheaston Parish Council
held at 7:15pm on Tuesday 11th March 2025
at the Rhymes Pavilion**



**Present: Councillors Alexis Pavlou (Chair),
Evie Gray and Sue Peachey**

PROCEDURAL MATTERS

1. There was **no public participation** regarding matters on the agenda.
2. **The Committee accepted** apologies for absence from Cllr Bryant.
3. There were **no declarations of interest** from Councillors.
4. **The Committee approved** 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. **The Committee resolved** 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. **The Committee received** a report from the Clerk on the new grading and options for implementation.
- 6.2. **The Committee approved** the proposed grading for the new roles.
- 6.3. **The Committee approved** the recommendation for the implementation of the proposed structure, to be presented to the next Council Meeting for approval.

POLICY MATTERS

7. **The Committee received** a report from Clerk confirming the policies in place, and the priorities for approval of any remaining policies. He noted that the Lone Working Policy was presented as a separate document.
 - 7.1. **The Committee approved** a Health and Safety Policy
 - 7.2. **The Committee approved** a Lone Working Policy.
 - 7.3. **The Committee approved** an Equality Policy.



8. Clerk's Report

8.1. The Committee received a verbal report from the Clerk.

Meeting closed at 7:49pm

Forthcoming Meetings:

Parish Council Meeting 18th March 2025

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: 14th March 2025