

Batheaston Parish Council

**Minutes of a Meeting of the Human Resources (HR) Committee
held at 7:00pm on Tuesday 2nd December 2025
at the Rhymes Pavilion**



**Present: Councillors: Alexis Pavlou (Chair of the Committee),
Peter Bryant and Evie Gray**

In attendance: Richard Maccabee (Clerk).

PROCEDURAL MATTERS

1. There was no **public participation**.
2. The committee accepted **apologies for absence** from Cllr Sue Peachey.
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 23rd September 2025.
5. **Staff and Councillor Training**

- 5.1. **The Committee noted** that the clerk and Financial Administrator have completed the recommended training, relating to the management of digital, data and information governance required for "Assertion 10", for the Annual Governance and Accountability Return for 2025/26.
- 5.2. **The Committee approved** the plan for Councillors to undertake appropriate training

6. Clerk's Report

- 6.1. **The Committee received** a report from Clerk relating to HR matters

7. CLOSED ITEMS

- 7.1. **The Committee resolved** that by reason of the confidential nature of the business to be transacted at this meeting, in accordance with Public Bodies (Admission to Meetings) Act, 1960, disclosure of which would be prejudicial to the public interest due to the personal information to be discussed, the press and public be excluded from the meeting for the following item.

7. **The Committee approved** a verbal report regarding staffing

The meeting closed at 7:41pm

Forthcoming Meetings:

Council Meeting,

Council and Committee 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: 8th December 2025