

Batheaston Parish Council

**Agenda for a meeting of the Human Resources Committee
at 7:15pm on Tuesday 15th September 2026
at the Rhymes Pavilion, Coalpit Road, BA1 7NW**



AGENDA AND NOTICE OF MEETING

PROCEDURAL MATTERS

1. **Public Participation.**
2. **To receive** apologies for absence.
3. **To receive** any declarations of interest from Councillors.
4. **To approve** the minutes of the meeting of the Committee held on 2nd December 2025 (Clerk, A)

STANDING ITEMS AND REPORTS

5. Health and Safety

- 5.1. **To approve** a report on Health and Safety matters, including any actions required. (Clerk, A)

6. Staff and Councillor Training

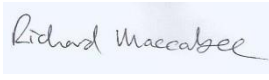
- 6.1. **To receive** a report on the plan for Councillors to undertake appropriate training (Clerk, A).

7. Clerk's Report (Clerk, A)

- 7.1. **To receive** a report from Clerk relating to HR matters.
 - 7.1.1. **To note** digital management procedures, including measures in place to protect confidential information.

CLOSED ITEMS

8. **To resolve** 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.
9. **To approve** a report regarding staffing (Clerk, A)
 - 9.1. **To note** the national pay award, and impact on Council staff salaries. (Clerk, A)

Signed: - 

Parish Clerk

Date issued: 10th September 2026