



DATE: 08<sup>th</sup> Oct 2025

TO: **STAFFING COMMITTEE MEMBERS**

*Cllr C Wise, Cllr D Buckley, Cllr A Clemens, Cllr S Glover, Cllr S Young*

You are hereby summoned to attend the **STAFFING COMMITTEE MEETING** of **DATCHET PARISH COUNCIL** being held in **DATCHET PARISH COUNCIL OFFICE** on **THURSDAY 16<sup>TH</sup> OCTOBER 2025 AT 10.30am** for the purpose of transacting the business specified in the following agenda.

**Members of the Public:**

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Yours faithfully,

Mrs Masikito

**CLERK TO THE COUNCIL**

**A G E N D A**

**SC 25/12 APOLOGIES FOR ABSENCE**

To receive and approve members apologies for absence (and the reasons).

**SC 25/13 DECLARATION OF INTERESTS**

Members are required to declare any financial or personal interests arising from the agenda. *Dispensation requests should be made to the Clerk in advance of the meeting.*

**SC 25/14 MINUTES**

To agree the minutes of the staffing committee meeting held on **16<sup>th</sup> July 2025**

**SC 25/15 PUBLIC QUESTION TIME**

(Limited to 2 minutes a person and 10 minutes maximum total)

**SC 25/16 MEMBERSHIP OF COMMITTEE**

To note that Councillor S. Young was appointed to the Staffing Committee by Full Council on 11/08/2025 (Minute Ref: 25/113b).

**SC 25/17 EXCLUSION OF PRESS AND PUBLIC – PART II**

Motion to exclude the Public and Press, in accordance with the public bodies (Admission to meetings) Act 1960, the public and press will be excluded from the meeting during consideration of the following item (s) due to the confidential nature of the business to be transacted.

**SC 25/18 MATTERS ARISING**

**SC 25/19 CONFIDENTIAL / STAFFING MATTERS**

1. To note receipt of a staff grievance.
2. To consider staffing committees' response to recent staff concerns.
3. To discuss staffing arrangements, including the potential appointment of a locum to support operational functions.
4. To consider options for arranging locum cover in the event of staff absence or unavailability.
5. To review HR support requirements and obtain cost information for any external services.
6. To agree arrangements for potential mediation support, should this be required in the future. (ACAS)
7. To note that staff backpay and pay scale adjustments have been implemented in line with the 2025–26 NJC pay agreement and guidance from NALC and the Local Government Association.
8. To agree next steps and confirm actions arising from the discussion.

**SC 25/20 ANY OTHER BUSINESS**

**SC 25/21 NEXT STAFFING COMMITTEE MEETING**