HARTPURY PARISH COUNCIL
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29th January 2025

Members of the public are invited to attend a Staffing and Safety Advisory Sub-Committee Meeting of Hartpury Parish Council that has been arranged for Tuesday 4th February at 7.00pm at Hartpury Village Hall for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in green are for decision all other items are for information only..
All meetings of the Council are open to the public and press, members of the public and press will be asked to leave for agenda items taken confidentially in Committee under standing orders.

Yours faithfully

Clerk & RFO to the Parish Council

1. **Apologies for absence**
   To receive, note and accept apologies for absence

2. **Declarations of Interest**
   To receive any declarations of interest in any matter to be discussed at the meeting, Members are requested to identify the nature of the interest and indicate whether it is **personal** or **prejudicial**

3. **Public consultation**
   To provide members of the public with the opportunity to make statements and ask questions.
   As per Standing Order 3 (e) members of the public may make representations, answer questions and give evidence at the meeting in respect of business on the agenda, the period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed five minutes unless directed by the chairman of the meeting.

   The Council is recommended to resolve that members of the press and public are excluded from the meeting during consideration of the following agenda item by reason of the confidential nature of the items of business to be transacted in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

4. **Contract of Employment**
   To discuss the transfer of the employment contract for the Clerk onto the updated contract from GAPTC/SLCC as recommended by the Internal Auditor.

5. **Date of next Meeting**
   Monday 3rd March 2025