STILTON PARISH COUNCIL

www.stiltonparishcouncil.gov.uk

Parish Clerk: Julianne Lawrence
The Parish Room, Church Street, Stilton
clerk@stiltonparishcouncil.gov.uk

To: Members of the Staffing Sub-Committee
Sir/Madam
You are hereby summoned to attend the meeting of the **Staffing Sub Committee** to be held at the Parish Room, Church Street, Stilton on **Monday 26 October 2026** at 11am.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

21 October 2026

AGENDA

SSC01/10/26 APOLOGIES FOR ABSENCE
To receive and accept apologies for absence.

SSC02/10/26 DECLARATIONS OF INTEREST/DISPENSATIONS
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
To award dispensations – if applicable.

SSC03/10/26 MINUTES
To approve as a correct record the Minutes of the Staffing Sub Committee meeting held on Monday 7 September 2026 and be signed by the Chairman.

SSC04/10/26 STAFFING –FY27-28
- Review staff salaries, assessing the workloads of staff to ensure hourly allocation is sufficient for the next financial year
- Consider role titles for each position.

SSC05/10/26 STAFFING – DEPUTY CLERK ROLE
- Consider applications for the position (closed: midday 25/10/26)
- Draw up a short list of applicants to interview (Clerk to invite)
- Confirm suitability of interview questions and scoring
- Confirm interviewers and location.

SSC06/10/26 ANTI-HARASSMENT AND BULLYING POLICY
Cllr Arscott to present the policy for suitability following attendance at recent HR training with CAPALC (to be recommended for adopted at the Parish Council meeting on 10/11/26):
- Anti-harassment and bullying policy.