



Staffing Committee Meeting
Agenda for
Wednesday, 14th October 2026, 18:30

To: All Members of the Staffing Committee of Wheatley Parish Council

Councillors are hereby summoned to attend the Staffing Committee Meeting to be held at the Parish Council office in the Merry Bells, 89 High St, Wheatley on Wednesday, 14th October 2026 at 18:30 for the purpose of transacting the following business.

Members are reminded to declare an interest for relevant agenda item.

The meeting is held in public, who are welcome to come along. There will be an OPEN SESSION when questions may be taken from the public.

Copies of documentation and meeting links are available from the parish office, clerk@wheatleyparishcouncil.gov.uk or 01865 875615.

**Signed: *Allison Leigh*, Locum Clerk to the Parish Council
7th October 2026**

- #56/26-27 Apologies for absence**
- #57/26-27 Declarations of interest/Dispensations**
- #58/26-27 To consider minutes from the Staffing Committee meeting of 24.08.2026**
- #59/26-27 Public participation & questions (maximum of 30 minutes in total 5 minutes per person)**
- #60/26-27 Outstanding Actions**
- #61/26-27 Updates from the Locum Clerk/Assistant Clerk**
- #62/26-27 To Review Learning and Development Opportunities for Officers and Members**
- #63/26-27 Grounds maintenance tools: To consider any tools needed**
- #64/26-27 Storage container for grounds maintenance: To have an update on planning application**
- #65/26-27 Staff phones: To consider the provision of mobile phones for all staff**
- #66/26-27 Correspondence**
- #67/26-27 Items of information without decision**



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- #68/26-27 DATE OF NEXT MEETING:** 16th November 2026
- #69/26-27 Confidential items:** To consider excluding the public from the following agenda items due to their confidential nature
- #70/26-27 Newsletter editor:** To consider candidates for the position or consider a future date to review candidates
- #71/26-27 Employee contracts:** To consider any amendments needed to the job descriptions appended to employee contracts