



BURSLEDON PARISH COUNCIL

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To members of the Council

Councillor M Penn

Councillor S Holes

Councillor J O'Sullivan

Councillor M Ndongo Owona

Dear Councillor

You are hereby summoned to attend the meeting of the Staffing Committee of Bursledon Parish Council for the purpose of transacting the following business.

To be convened: **Wednesday 8 July 2026** Time: **9.30 am**

Place of meeting: **Bursledon Community Library**

James Atkinson
Parish Clerk & Proper Officer

02 July 2026

BURSLEDON PARISH COUNCIL

Agenda Staffing Committee

Wednesday 8th July 2026 at 9:30am

1. **Election of Chair of the Staffing Committee**

To elect the Chair for the year 2026/27.

2. **Election of Vice Chair of the Staffing Committee**

To elect the Vice Chair for the year 2026/27.

3. **Apologies for Absence**

To receive and consider apologies for absence.

4. **Declarations of Interest**

To receive from members, in respect of any items included on the agenda for this meeting, disclosures of any personal or pecuniary interest in line with the Parish Councils Code of Conduct and gifts and hospitality in line with government legislation.

Exclusion of Press & Public To resolve that the press and public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12 of the Local Government Act 1972

5. **Staffing Matters and Current Workload Pressures**

To consider a report on staffing matters, including the recent Grounds Maintenance Operative recruitment process, current workload pressures and any associated staffing considerations.

6. **Staff Appraisals and Development Planning**

To consider arrangements for staff appraisals, reviews, training needs and development planning.

7. **Independent Staffing Structure and Benchmarking Review**

To consider commissioning an independent staffing structure and benchmarking review.

To exit closed session

8. **Close of the Meeting** and confirm the next meeting of the Staffing Committee will be held in the Bursledon Community Library on Wednesday 7th October.