



BURSLEDON PARISH COUNCIL

The Lowford Centre, Portsmouth Road,
Bursledon, Southampton, Hampshire, SO31

8ES

023 8040 7535

www.bursledon-pc.gov.uk

clerk@bursledon-pc.gov.uk

To All members of the Staffing Committee

Councillor M Penn (Chair)

Councillor S Holes (Vice-Chair)

Councillor M Ndongo Owona

Councillor J O'Sullivan

Dear Councillor

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

To be convened: **Thursday 27 August 2026**

Time: **9:30am**

Place of meeting: Bursledon Community Centre

James Atkinson
Parish Clerk & Proper Officer

20th August 2026

BURSLEDON PARISH COUNCIL

Agenda Extraordinary Staffing Committee

Thursday 27th August 2026

1. Apologies for Absence

To receive and consider apologies for absence.

2. 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 Council's Code of Conduct and gifts and hospitality in line with government legislation.

3. Minutes of Previous Meetings.

To receive and approve the minutes of the Staffing Committee meeting held on Wednesday 8th July 2026 as a correct record of the meeting.

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 confidential staffing and employment information.

4. Independent Staffing Structure and Salary Review

To receive a confidential covering report and the Independent Staffing Structure and Salary Review conducted by Vanessa Ricketts FSLCC, and to consider the recommended next steps, including urgent HR/employer matters, governance, health and safety, staff consultation, budget planning and future reports to Committee and Council.

To exit closed session

5. Close of the Meeting

To confirm the date of the next meeting of the Staffing Committee.