Ashburton Town Council

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A meeting of the Human Resources Sub-Committee on
Wednesday 2nd April 2025
at 7.00pm in The Chambers of the Town Hall.

COUNCILLORS ARE REMINDED TO DECLARE ANY INTERESTS THEY MAY HAVE ON ANY ISSUE BEING DISCUSSED AS PER THE CODE OF CONDUCT

AGENDA

1. **Apologies.**
2. **Declarations of interest.**
   To receive and declarations of interest for items on the agenda.
3. **Public comments and statements.**
   The public may speak for a maximum of 10 minutes on items on the agenda or items that may be considered for a future agenda at the Chairman's discretion.
4. **To approve the minutes of the previous meeting on 5th November 2024.**
5. **To review the following HR policies:**
   a. **Draft Grievance and dispute policy**
   b. **Draft Disciplinary procedure**
   c. **Confidentiality and governing jurisdiction statement**
6. **To review the draft Deputy Clerk contract for recommendation to Council.**

PART TWO – confidential
Members of the public will be asked to leave

7. **To approve the final staff contracts for recommendation to Council.**
8. **To receive an update on staff pensions.**
9. **To consider options for the Town Warden / Relief Caretaker position.**

Jacqui Bartram
Town Clerk

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THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

Ashburton Town Council strives to reduce its carbon footprint and make a positive difference to the lives of residents and traders