
AGENDA OF THE POLICY, FINANCE & HR COMMITTEE TO BE HELD ON WEDNESDAY 23RD SEPTEMBER 2026, 1PM AT BROCKWORTH COMMUNITY CENTRE

1. **Welcome from the Chair of the Committee**
2. **Attendance of Councillors to be recorded**
3. **To note any apologies for absence**
4. **To record any declarations of interests on matters included on the agenda**
5. **To receive any public representations at the discretion of the Committee Chair**
6. **To approve the minutes of the Policy, Finance & HR Committee held on 31st July 2026**
7. **To consider matters relating to Council finances and administration**
 - (a) To receive clarification of the services provided under the Council's current Health and Safety support contract.
 - (b) To receive the conclusions of the External Audit
 - (c) To receive and consider the response received from Tewkesbury Borough Council following the Council's request for information regarding the Section 106 monies held on behalf of the Parish Council, including any interest accrued, and to consider what further action, if any, the Council wishes to take.
8. **To receive and consider the report on the review of rents for the Council's permanent tenants and to agree how to proceed with implementing the proposed rent increases.**
9. **To review and approve the Council's Hire of Open Spaces Policy**

Exclusion of press and public – Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to resolve to exclude the public and press from the remainder of the meeting to protect the confidential nature of the business to be transacted.
10. **HR Matters - Confidential Discussion**
 - (a) To receive an update from the Clerk on current staffing arrangements
 - (b) To note that the National Pay Awards for 2026 have been agreed and will be applied and backdated, as appropriate, to all staff.
 - (c) To arrange a date for the Clerks appraisal, in order to consider and approve the annual incremental salary increase in accordance with the Clerk's contract.
 - (d) To consider a request from the Clerk to attend the SLCC National Conference on 14 October 2026, at a cost of £250 plus VAT.
11. **To receive a verbal report from the Clerk on any urgent correspondence relating to the work of the Committee**
12. **To note that the next meeting of the Policy, Finance & HR Committee will be held in October/November 2026, with the date to be confirmed.**