

LUDGERSHALL TOWN COUNCIL



STAFFING COMMITTEE

Notice is hereby given that a meeting of the above committee will be held on Tuesday 4th November 2025 at 6.30pm, in the Council Offices, 10-12 High Street, Ludgershall, SP11 9PZ.

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out here under.

Dated this day 28th October 2025

Signed: *K Allingham* – Town Clerk

AGENDA

THIS MEETING WILL BE RECORDED

1. Apologies for absence

2. Declaration of interest. (Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest).

To Resolve, Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.

3. To ratify the previous minutes – in agenda pack

4. To review Staff Timesheets – sent separately

5. Outstanding Actions Review – in agenda pack

6. Training updates – in agenda pack *a) ILCA to CiLCA b) after appraisals*

7. HR Policies for Review & Approval – in agenda pack *a) Lone Working Policy b) Staff Training & Development Policy*

8. Staff Resources – *a) access to SLCC membership* – info in agenda pack

9. Agenda Points for Next Meeting

Date of Next Scheduled Meeting: Tue 2 Dec 25