townclerk@eastleigh-tc.gov.uk

21 AUGUST 2026
PERSONNEL COMMITTEE: Cllr T Park (Chair) Cllr A Winstanley (Vice-Chair), Cllr P Barret, Cllr A Clifton, Cllr G Richardson, Cllr Ramesh Sharma, Cllr Priya Varadharajan

Notice is hereby given that the **MEETING OF EASTLEIGH TOWN COUNCIL PERSONNEL COMMITTEE** will be held at **7.00 pm** on **WEDNESDAY 26 AUGUST 2026** held at **EASTLEIGH TOWN COUNCIL OFFICE, CONFERENCE ROOL, FIRST FLOOR 14 ANNEALING CLOSE, EASTLEIGH** which you are hereby summoned for the transaction of the business specified below.

Ruth Davies
Clerk to the Council

Admission of the Public and Media
Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 and to report on the meeting in accordance with the Openness of Local Government Bodies Regulations 2014.

AGENDA

1 / 26 APOLOGIES FOR ABSENCE
To receive and approve apologies for absence.

2 / 26 REGISTER OF INTERESTS AND DISPENSATIONS
To receive any Declarations of Interest or Dispensations regarding any items the agenda.
(*Dispensation requests must be received in writing by the Clerk prior to the meeting)*

3 / 26 MINUTES OF THE LAST MEETINGS
To approve the Minutes of the meeting held on the 24 February 2026
To receive an update from the Chair on matters arising from the minutes which are not included in the agenda.

4 / 26 PUBLIC PARTICIPATION
To open the meeting to allow members of the public to make comment on matters included in the agenda.

5 / 26 TO NOTE THE EMPLOYMENT INFORMATION PREVIOUSLY PROVIDED TO THE COMMITTEE
5 / 26 / 1 The Policies relating to Personnel Committee
5 / 26 / 2 Calendar of Actions for the committee

6 / 26 CONFIDENTIAL SESSION
To resolve to exclude of members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 prior to consideration of the following item by reason of the confidential nature (employment information) of the business to be transacted

6 / 26 / 1 To **receive** and **note** the SLT objectives for 2026 27

6 / 26 / 2 To **receive** an update on the cover put in place for the Maternity leave of the Deputy Clerk and associated costings

6 / 26 / 3 To **receive** the Personnel Budget and **note** the variances in year

6 / 26 / 4 To **receive** and **approve** personnel related requests

6 / 26 / 5 To **receive** an update on personnel reviews as per the council policies

6 / 26 / 6 To **receive** and **note** an update on team capacity and TOIL

7 / 26 CONFIDENTIAL SESSION TO END

To invite the Press and Public back into the meeting

8 / 25 DATE OF NEXT MEETING

To note that the next personnel committee meeting is scheduled for the 25 November which may require an additional meeting to propose the personnel budget for 2027 28 to Finance and Policy.