



To All Credition Town Councillors

You are hereby summoned to attend a meeting of the **HR Committee**, which will be held on **Thursday, October 08, 2026, at 15:00, at Manor Office, 6 North Street, Credition, EX17 2BT.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery FSLCC

Town Clerk

Friday, 02 October 2026

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

AGENDA

15 - Welcome and Introductions

Opening of meeting by the Chair and member introductions

16 - Public Question Time

To receive questions from members of the public relevant to the work of the committee AND related to matters on the agenda (CTC's adopted Standing Orders 3d, 3e and 3g; a maximum period of 3 minutes will be permitted for any person wishing to ask up to three questions with a maximum of 15 minutes being allowed for this item)

17 - Apologies

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

18 - Declarations of Interest and Requests for Dispensations

18.1 - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

18.2 - To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)

19 - Climate Emergency

To note that decisions will be made with the climate emergency at the forefront of decision and policy making

20 - HR Committee Minutes

To approve and sign the minutes of the meeting held on **09 July 2026**, as a correct record

21 - Chair's and Clerk's Announcements

To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

22 – Town Clerk Appraisal

To discuss and agree any actions relating to the 2027 appraisal

23 - Date of next meeting

To note that the date of the next meeting will be on **Thursday 07 January 2027**

24 - Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

25 – Pay 2026/27

25.1 - To approve the implementation of the revised pay scales from 01 April 2026 for staff employed on NJC Contract Terms

25.2 - To receive and note the pay agreement from 01 April 2026 for staff employed on NJC Contract Terms

26 - Staffing

To receive the confidential report regarding staffing and to note the contents therein

27 - Reports Pack