



SUNNINGDALE PARISH COUNCIL

HR Committee
Thursday 13 November 2025 at 10:30 am

This meeting will be held at
The Community Room, Broomhall Recreation Ground.

Agenda

Councillors

Cllr Hilton (Chair), Cllr Buxton, Cllr Evans, Cllr Morgan and Cllr Penney

You are hereby summoned to attend the HR Committee meeting on the above date and time. The meeting will be held at the Community Room, Broomhall Recreation Ground, Sunningdale, SL5 0QS.

HRC 20/ 25 Chair welcome

Chair to welcome those present to the meeting, reminding them that all mobile devices are switched to silent for the duration of the meeting.

A reminder to all in attendance of the fire safety regulations for the venue of the meeting.

HRC 21 / 25 Attendance and Apologies for absence

To receive for approval any apologies for absence and if appropriate any requests to defer receiving an acceptance of office to a later meeting.

HRC 22 / 25 Disclosable pecuniary interests and other registerable interests

To receive from members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Sunningdale members' Code of Conduct.

HRC 23 / 25 Approval of the Minutes of the meeting of 11 September 2025

DECISION: The minutes are to be signed by the Chair as an accurate record of the meeting.

HRSC 24 / 25 To resolve to exclude of members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business to be transacted (staffing arrangements).

Part 2 – Confidential

HRC 25 / 25 **Approval of the Confidential Minutes of the meeting of 11 September 2025**

DECISION: The minutes of the confidential session are to be signed by the Chair as an accurate record of the meeting.

HRC 26 / 25 **BACS bureau**

DECISION: To review the quotes received for establishing salary payments through a BACS bureau, and to make a recommendation for consideration by Full Council.

HRC 27 / 25 **Staffing Matters**

DISCUSSION: To receive an update on various staffing matters.

HRC 28 / 25 **Risk Register – Council Management**

DISCUSSION: To note the Council Management areas of the risk register which will be highlighted at the November meeting of Council.

HRC 29 / 25 **Date of next meeting**

TO NOTE: To note the date of the next meeting as Thursday 15th January at 10.30am

Supporting documents for agenda items will be circulated to committee members prior to the meeting.



Natalie Hayes, Clerk

7 Nov 2025