

BOSTON SPA PARISH COUNCIL

The Village Hall, 199 High Street, Boston Spa LS23 6AA

Tel: 07864 649565 Email: clerk@bostonspapc.org.uk www.bostonspapc.org.uk

21/08/2026

A meeting of Boston Spa Parish Council Staffing Committee will be held in the **Wharfe Room** of the Village Hall on **Thursday 27th August 2026 at 7.30pm.**

Members of the public are entitled to be present.

Prior to the first item on the agenda there will be an opportunity for members of the public to address the Parish Council. The members will take these representations into account when agenda items are discussed but are not required to make a response. This session will last for a maximum of 20 minutes after which members of the public will no longer be permitted to address the Parish Council unless specifically invited by the Chairman.

AGENDA

001/26	To elect a Chairman of the Staffing Committee for the 2026-27 municipal year	
002/26	To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting	
003/26	To consider the following policies for adoption	
	i)	Recruitment and Selection Policy
	ii)	Sickness Absence Policy
	iii)	Disciplinary Policy
	iv)	Grievance Policy
004/26	Public Open Spaces Manager	
	i)	To consider the job description and person specification
	ii)	To consider the application form
	iii)	To agree methods of job advertisement
	iv)	To set a deadline for the receipt of applications
	v)	To confirm a date for the shortlisting of applicants for interview
	vi)	To consider the shortlisting scoring matrix
	vii)	To confirm the interview panel members
	viii)	To agree dates for interviews