



FILTON TOWN COUNCIL

Members are hereby summoned to the Staffing Committee Meeting to be held on Tuesday, 2nd September 2025 at 7.00pm in the Conference Room, Elm Park Leisure Centre

28th August 2025

Simon Davies
Town Clerk & RFO
Filton Town council
Elm Park, Filton,
BS347PS
01454 803918

town.clerk@filtontowncouncil.gov.uk
www.filtontowncouncil.gov.uk

AGENDA

1. Evacuation Procedures

2. Apologies for Absence

3. Declarations of Interest

- a. To receive declarations of interest from Councillors on items on the agenda.
- b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c. To grant any requests for dispensation as appropriate

4. Exclusion of the Press and Public (RESOLVE)

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the Public Bodies (Admission of Meetings Act) as amended 1960, in order that confidential items can be discussed. If a decision is made to exclude, this should be by resolution. Filton Town council Standing Orders 3 (d). **ITEMS 8 - 9**

5. Public Question Time

Public speaking time is restricted to 15 minutes in total (up to 5 minutes per speaker) as per Filton Town Council Standing Orders: 3(f) and 3(g). The Chair will call from those members of the public who indicate a wish to speak.

6. To approve the minutes of the Staffing meeting held on 6th May 2025 and 2nd July 2025 (RESOLVE)

7. Matters of report arising from the minutes not otherwise covered by the Agenda

8. Staff Update:

- a. Corporate Services
- b. Open Spaces Team

9. Training Update:

- a. CiLCA
- b. Tractor training
- c. Rialtas

10. Elm Park Leisure Centre support

To discuss the support from the Town Clerk for the short term (and potentially long term) leisure centre contracts.

11. National Joint Council pay increase

To note the National Joint Council pay settlement for 2025-2026 of 3.4% (ANNEX A)

12. Potential New roles

To discuss new roles for the following:

- Finance and Governance (ANNEX B1) **(RESOLVE)**
- Events and Outreach (ANNEX B2) **(RESOLVE)**
- Street Care **(DISCUSS)**

13. Date of the next Staffing meeting: Tuesday, 4th November 2025.

Circulation List:

<i>Cllr Tom Mewies - Mayor</i>	<i>Cllr Brian Mead – Deputy Mayor</i>	
<i>Cllr John Baverstock</i>	<i>Cllr Alex Doyle</i>	<i>Town Clerk</i>
<i>Cllr Susan Milestone</i>	<i>Cllr Ben Dewfall</i>	<i>Deputy Clerk</i>
<i>Social Media/Notice boards</i>	<i>Filton Voice</i>	