

# HUMAN RESOURCES ADVISORY COMMITTEE



Stamford  
Town Council

Town Hall, St. Mary's Hill, Stamford, PE9 2DR  
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Website: [www.stamfordtowncouncil.gov.uk](http://www.stamfordtowncouncil.gov.uk)  
Town Clerk: Mrs Sarah Dorson  
Mayor & Chairman: Cllr Amanda Wheeler

TO: All Members of the Human Resources Advisory Committee

Dear Councillor, You are summoned to a meeting of **the Human Resources Advisory Committee of Stamford Town Council** on Thursday, 02 October 2025 at Town Hall, starting at 9.00am.

Members of the public are welcome to attend meetings of the council and committees, unless excluded due to the confidential nature of the business. Disabled access is available.

The meeting will consider the items set out below.

Mrs Sarah Dorson - Proper Officer –Town Clerk  
**Friday, 26 September 2025**

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meeting (including on social media). Any member of the public wishing to record or film proceedings should let the Chairman of the meeting know prior to, or at the start of, the meeting.

Members are reminded of their responsibilities under the [Code of Conduct](#), [Terms of Reference](#) and [Standing Orders](#). The Council has a duty to consider the following matters in exercising its functions: Equal Opportunities (including race, gender, sexual orientation, marital status, religion, belief, or disability), Crime & Disorder, Health & Safety, and Human Rights.

The 7 principles of public life  
Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership  
([Committee on Standards in Public Life, 1995](#))

## **Appointed Committee Members:**

Cllrs Waples (Chair), Wheeler & Wotherspoon, Mr Maxwell (Non-Councillor Member)

# Human Resources Advisory Committee Agenda

## 1. **Apologies – To receive and consider for acceptance**

The Council (including its committees) must approve (or reject) the reasons provided for apologies from absent councillors. If a council member fails to attend a meeting of the council (or its committees) for six consecutive months, without submitting apologies that are accepted by the council (or committee), they will be disqualified from office.

## 2. **To receive any Declarations of Interests and Requests for Dispensation**

Members and Officers are reminded of their obligation to declare any interests in accordance with the Code of Conduct adopted in May 2025. The Clerk will report any dispensation requests received.

If a matter arises during the meeting that relates to a councillor's interest, the councillor is responsible for declaring that interest in accordance with the adopted Code of Conduct.

## 3. **Exclusion of the Press and Public**

To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters: -

- a) Personnel and staffing matters

## **Closure**

To close proceedings and confirm the date of the next meeting scheduled – Thursday, 06 November 2025