



## ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA  
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### **NOTICE OF MEETING**

You are hereby summoned to the Aldingbourne Parish Council Governance & Staffing Committee to be held in the Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA on Tuesday 7 July 2026 (to follow the Full Council meeting that starts at 7.00 pm).

### **AGENDA**

**1. Agenda item 1 - Apologies for absence**

**2. Agenda item 2 - Declarations of Interest**

Declarations under the Code of Conduct – Members are reminded that they are required to make a declaration in relation to any item on this Agenda in which they may have an interest.

**3. Agenda item 3 - Public Participation**

The Public Forum will last for a period of up to 15 minutes during which members of the public may ask layout, or draw attention to, relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum.

**4. Agenda item 4 - To receive and approve minutes of previous meeting 3 June 2025**

**5. Agenda item 5 - Matters arising from previous minutes 3 June 2025**

No matters arising.

**6. Agenda item 6 - Personnel**

- To note that the Clerks Performance Management review took place 08.09.25 by Cllr Harbord, the possible targets outlined at the meeting 03.06.25 were discussed as follows:
  - Work that may be required around compliance on the possible re-development of the ASCS – agreed that this was ongoing and would be subject to the working party discussions.
  - They may be a possible revision of the Aldingbourne Neighbourhood Plan - agreed that this decision was yet to be made as ADC were still working on their own Local Plan which fed into the ANP.

- To discuss performance management targets for 2026/2027.
- To note LGPS contribution rates had been provided for 2026/2027 from DM Payroll Services.
- To note that the Pensions Regulator has informed the parish council that there was a short fall in the pension scheme valuation of £14k following its cessation, this has been noted by the Full Council, and a budget has been set for 2026/2027 – circulated 24.02.26.

**7. Agenda item 7 - Governance**

To review the updated policies schedule – copy attached.

**8. Agenda item 8 - Any other business for information**: – Items for inclusion on the next agenda  
None.

**9. Agenda item 9 - Exempt Business**: – for council to move to any exempt business in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personal or confidential matters (staffing) where publicity might be prejudicial to the special nature of the business. Nothing to note.

**10. Agenda item 10 - To agree the next meeting of the Governance & Staffing Committee**  
Councillors agreed that the meetings should be held annually, and the next meeting would be in June 2027.