



STRATFORD-UPON-AVON TOWN COUNCIL

PERSONNEL COMMITTEE

9 December 2025

Meeting commenced 4.30pm Meeting ended: 6.05pm

Minutes

Present
Councillors:

Alcock (Chair)
Hunter

Coles
I Fradgley

Clerk: Town Clerk
Press: None
Public: None

13 Apologies

Apologies were received from Councillors Cleeve and Fojtik and accepted for the reasons given.

14 Declarations of Interest

There were no disclosures of interest.

15 To receive written requests for dispensation for disclosable pecuniary interests

There were no written requests for dispensation.

16 Public Participation

There were no members of the public present.

17 To approve the draft open and exempt Minutes of the meeting held on 29 July 2025

It was Proposed, Seconded and

RESOLVED That the Minutes of the Personnel Committee held on 29 July 2025 be approved as a correct record.

Town Clerk's Report

18 Appointment of Mace-Bearer

Following the retirement of the previous postholder, a recruitment process was undertaken. Mr Glyn Slade was appointed and would take up the role from January 2026 for a four-year term. The appointment would be reviewed at the end of the term by the Town Clerk and this Committee.

It was further noted that, as all shortlisted candidates were suitable and scored closely, the remaining candidates would be invited to act as Relief Mace-Bearer. One candidate had agreed, but the matter of reimbursement would require further consideration pending the Organisational Review.

RESOLVED That Mr Glyn Slade be appointed as The Council's Ludford Mace-Bearer from January 2026 for a four-year term.

19 Personnel Budget 2026/27

This item was considered in conjunction with the exempt item on the Organisational review below.

20 Exclusion of the Public and Press

In view of the confidential nature of the business to be transacted, the Chairman proposed, and it was

RESOLVED That press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings) Act 1960.

The Minutes relating to these exempt items are recorded below.

21 Organisation and Staffing Review

The Council received and considered the findings of the independent Organisational Review, commissioned to assess how the Council operated. The review, carried out in November 2025 by HR Governance and Support and an experienced former Town Clerk/Chief Executive, involved consultation with staff, Councillors, and the Chair of Personnel and Mayor, and included a review of Council services and facilities.

Following due consideration and guidance from the Consultant, it was

RECOMMENDED That the final recommendations contained in the exempt report and the associated budget be recommended to Council for approval.

22 Review of leave entitlements, sickness management, statutory entitlements, special leave, and TOIL

A report on the level of absence/leave was considered.

RESOLVED That the update be noted.

Chair: