



BOROUGHBRIDGE TOWN COUNCIL

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Liz Leatherbarrow
Clerk

22nd October 2025

Dear HR Committee Members,

I hereby summon you to the following **HR COMMITTEE** meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at the Council Offices, Boroughbridge.

HR COMMITTEE MEETING Thursday 6th November at 12.30pm.

Please see the agenda for the meeting below:

Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.

HR COMMITTEE MEETING – Thursday 6th November at 12.30pm.

- 12. To receive apologies for absence and record them in the minutes**
- 13. To receive and note any declaration of Interests in items on the Agenda**
- 14. To receive and consider the organisation and accompanying documents for the recruitment of a replacement Deputy Clerk, including job description, contract and advertising.**
- 15. To consider any financial requests/changes to budget request for 2026-7.**

Following the Openness of Local Government Bodies Regulations 2014, the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with BTC's adopted policy to effectively and lawfully manage this activity.