



PUBLIC NOTICE

Personnel Committee members are hereby summoned to attend a meeting of the

Personnel Committee

on Monday 18th July 2022 at 3.30pm in the Parish Office

AGENDA

Public Open Forum - 5 minutes maximum

To exclude members of the public and press due to the confidential nature of the business to be transacted, namely staff matters

1. To receive apologies and record absences
2. To record any declarations of interest
3. To receive and confirm the minutes of the meeting held on 4th July 2022
4. To consider any matters arising not elsewhere on the agenda
5. To finalise the review of Clerk and CSO job descriptions, increase in CSO hours and remuneration.
6. To approve job specification for self-employed Handyperson
7. To consider any Health and Safety matters
8. To agree the date and time of the next meeting

Signed Jayne Cooper, Clerk, 12th July 2022

Recording of Parish Council Meetings

It is permitted for meetings to be recorded or filmed without prior permission being sought apart from confidential business. Members are reminded that they should avoid saying anything which could be slanderous. While the council and its officers may be filmed or recorded, that does not apply to filming or recording members of the public as their permission must be sought first. Any filming or recording must not be disruptive to the business of the meeting. (Ref: "The Openness of Local Government Bodies Regulations 2014").