

NOTICE OF A MEETING
PERSONNEL COMMITTEE
Friday 2nd August 2019, 1.30pm
Parish Council Office

Members: Cllrs Mrs. Aston, Mr. Sharp and Mr. Truesdale (Chair)
Ex-officio member Mr O'Hanlon

To all Members: YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE MEETING.

AGENDA

S20 1 APOLOGIES

To receive any apologies for absence.

S20 2 DECLARATIONS OF INTEREST

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

S20 3 MINUTES

To agree and sign the minutes of the meeting held on 12th April 2019.

S20 4 RECRUITMENT OF AN ASSISTANT CLERK

- (i) To agree the job description, person specification, spinal point and salary for the position.
- (ii) To agree a recruitment plan.

S20 5 SICK PAY POLICY

To review the draft sick pay policy.

S20 6 TEMPORARY SICKNESS COVER

To consider utilising the staffing contingency to fund a temporary member of staff.

S20 7 DATES OF FUTURE MEETINGS

To set a date for the next meeting.

CONFIDENTIAL ITEMS

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the committee may resolve to exclude members of the public because of the confidential nature of the business to be transacted.

CLOSURE OF THE MEETING

