

BARROWBY PARISH COUNCIL

Mrs R Heyward, Clerk and RFO
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BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING

Dear Councillor

I hereby give you notice that the BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING will be held at the Reading Room on Tuesday 21st January at 7.00pm. All members of the Parish Council Staffing Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.



Signed:

Clerk to the Council.

Date: Monday 13th January 2020

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. **APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN.**
3. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
 - 3.1 To receive declarations of Members' interests in relation to agenda items.
4. **APPROVAL OF MINUTES.**
 - 4.1 To resolve to accept the Clerk's notes of the Staffing Committee Meeting held in October 2019.
5. **EMPLOYMENT POLICIES.**
 - 5.1 To review current employment policies.
6. **CONTRACTS AND JOB DESCRIPTIONS.**
 - 6.1 To resolve to move into closed session, in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed regarding staff contracts.
 - 6.2 To review current staff contracts and job descriptions.
7. **ANNUAL LEAVE.**
 - 7.1 To receive an update on staff leave.
8. **DATE FOR NEXT MEETING.**
 - 8.1 TBA – April 2020.