

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 Monday 4th November at 7.30pm. 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: Wednesday 30th October 2019

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. **ELCETION OF A CHAIRMAN.**
 - 2.1 To elect a Chairman of the Staffing Committee.
3. **APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN.**
4. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
 - 4.1 To receive declarations of Members' interests in relation to agenda items.
5. **APPROVAL OF MINUTES.**
 - 5.1 To resolve to accept the Clerk's notes of the Staffing Committee Meeting held on 17th June 2019.
6. **APPRAISALS.**
 - 6.1 To receive feedback from the Clerk following staff appraisals.
7. **CONTRACTS.**
 - 7.1 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.
 - 7.2 To review current staff contracts.
8. **EMPLOYMENT POLICIES.**
 - 8.1 To review current employment policies.
9. **ASSISTANT CLERK.**
 - 9.1 To receive an update on the training of the Assistant Clerk.
10. **STAFF HOLIDAYS.**
 - 10.1 To receive an update on staff annual leave.
11. **DATE FOR NEXT MEETING.**
 - 11.1 TBA – January 2020.