

BARROWBY PARISH COUNCIL

Mrs J Moss, 14 Riverside Walk, Bottesford, NG13 0AT
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Dear Councillor

I hereby give you notice that the BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING will be held via Zoom video conference on Monday 18th January 2021 at 7.00pm.

Meeting ID: 892 7508 2302

Passcode: 948279

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 13^h January 2021

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 Extraordinary Meeting held on 21st October 2020.
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.
 - 6.3 To note that the Clerk's probationary period of 3 months ends on 8th February 2021.
7. **ANNUAL LEAVE.**
 - 7.1 To receive an update on staff annual leave.
8. **DATE FOR NEXT MEETING.**
 - 8.1 TBA – March/April 2021.