

Dear Councillors, you are summoned to attend the meeting of the Personnel Committee, to be held in the Hollies Rear Hall on Wednesday 29 March 2023 at 1.30pm.

Members of the public are welcome to attend in person and will be provided an opportunity for public participation under *Public Forum*.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Signed: Emily Curtis (Parish Clerk)

Dated: 24 March 2023

AGENDA

1. Welcome and Meeting etiquette. Note if anyone wishes to record the meeting
2. To note Cllr Wallace's resignation and give thanks to Cllr Appleby for joining the Committee
3. To receive any apologies for absence and consider accepting them
4. To receive declarations of interest for items on the agenda and to consider any requests for dispensations
5. Exclusion of public and press: To consider excluding members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A ss 1) & 2)
6. To receive an update on matters arising from previous meetings (not on this agenda)
7. To receive an update on staffing matters
8. To consider utilising an HR company to advise with HR issues
9. To consider the Neighbourhood Plan Project Officer's extended employment contract
10. To consider approving requests from staff to carry over annual leave from 2022-23
11. To consider the clerk's contractual hours
12. To consider any items for a future agenda
13. To consider the meeting dates for 2023