

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
PARISH CLERK
THE WILLOW CENTRE
CRINGLEFORD
NORWICH NR4 7JJ

Telephone 01603 250198

PERSONNEL COMMITTEE

You are hereby summonsed to attend a meeting of the Personnel Committee to be held on Tuesday 29 August at 4pm at The Willow Centre.

AGENDA

Membership
Dagmar Miller - Chairman
Christina Fielding
Trevor Wang
Simon Chapman - ex-officio member

- 1 To receive apologies for absence and declarations of interest**
- 2 To approve the minutes of the last meeting held on 13 February 2023**
- 3 To consider any matters arising from the previous minutes**
- 4 To consider and approve updated policies:**
 - Bullying and Harassment
 - Disciplinary Procedure
 - Gifts and Hospitality (Councillors)
 - Grievance Policy
 - Lone Worker Policy
- 5 To consider the updated Terms of Reference for the Committee and agree to recommend them to Council**
- 6 To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).**
- 7 To receive a general update on staffing matters**
- 8 To consider the Staffing Review and Financial Implications report and agree recommendations to the Finance Advisory Group to feed into autumn budget setting**