



EAST PRESTON PARISH COUNCIL

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14th January 2019

Dear Councillor and Parishioners

PERSONNEL COMMITTEE

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to a Meeting of the above Committee to be held on **Monday, 21st January 2019** at East Preston Infant School, Lashmar Road, East Preston, commencing at **18:00**.

By its very nature this meeting is CONFIDENTIAL and not open to the public.

Yours sincerely

Simon Cross
Clerk to the Council

To: All Members of the Personnel Committee and other Members for information.

A G E N D A

1. Introductions.
2. Apologies for Absence.
3. Members and Officers are reminded to make any Declarations of Personal and/or Prejudicial or Pecuniary Interests that they may have in relation to items on this Agenda.

Notice should be given at this part of the Meeting of any intended Declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent. If the interest is Prejudicial or Pecuniary, the Member should state whether he or she will be exercising the right to speak.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 a resolution will be taken that because of the confidential nature of the business to be transacted, the public and press leave the Meeting during the consideration of the next

Agenda Items.

4. To agree and sign the Minutes of the meeting held on 8th October 2018.
5. To receive an update on any matters from previous meetings.
6. To consider matters relating to the recruitment of a new Assistant Clerk.
7. To consider the provision of optional pastoral care for bereaved councillors. (PG)
8. To note an official complaint received concerning the behaviour of an East Preston Parish Councillor.
9. Local election, May 2019:
 - a) To receive a report on which current councillors have expressed a desire to stand again and whether or not that leaves the council likely to be short-handed after the election;
 - b) To consider the end-of-term article in the Winter 2019 newsletter.
10. Staff appraisals:
 - a) To consider progress on staff appraisals.
11. To consider a policy for including the passing of current and former councillors in the quarterly newsletter. (SC)
12. To consider recent councillor and officer behaviour.
13. To consider recent public behaviour at council meetings.
14. To consider the training requirements of councillors based upon the completed skills questionnaires.
15. To consider any Health & Safety matters.
16. To note any gifts received recently by councillors and officers.
17. To consider any other matters that may arise after the publication of this Agenda.
18. New items to be referred to the next meeting (8th April).