



# EAST PRESTON PARISH COUNCIL

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7<sup>th</sup> October 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, 14<sup>th</sup> October 2019** at East Preston Infant School, Lashmar Road, East Preston, commencing at **18:45**.

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 15<sup>th</sup> July 2019.
5. To receive an update on any matters from previous meetings.
6. To consider matters relating to the government's Disclosure and Barring Service.
7. To consider holes in the council's policies and the provision of a Staff Handbook.
8. To consider the council's withdrawal of administrative support for East Preston Youth Club.
9. To consider cover of the Council Office when the Clerk is on leave.
10. To consider recent councillor and officer behaviour.
11. To consider the attendance at Full Council meetings of the County and District Councillors.
12. To consider recent public behaviour at council meetings.
13. To consider some suggested minor changes to the Terms of Reference for all committees.
14. To consider the offer from Terrain to provide Health & Safety support to the council.
15. To consider any other 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 (tbc).