

CHOLSEY PARISH COUNCIL

Notice of a Meeting of the Staffing Committee of Cholsey Parish Council

To all Councillors who are members of the Staffing Committee, you are hereby summoned to attend the meeting on Wednesday 6th November 2024 at 9am to be held at The Pavilion, Station Road, Cholsey for the purpose of transacting the following business.

31st October 2024

Claire Bird, Clerk to the Council

1. To elect the Chair of the Committee
 2. To receive apologies for absence
 3. To hear questions or comments from members of the public concerning topics on the agenda (limited to 10 mins)
 4. To receive Declarations of Personal and Pecuniary Interest for any agenda items (*note, this does not preclude later declarations*)
 5. To approve the Minutes of the meeting held on 28th February 2024 and receive update on any Minute items
 6. To update on appraisal process 2024/2025
 7. To discuss Worker Protection Act 2023 legislation and any actions needed
 8. To discuss and agree training needs, including:
 - a. Sexual Harassment Awareness training
 - b. Training and Development Policy and any actions needed
 - c. Personal Development Plans
 9. To discuss next actions on Health and Safety
 10. To consider and, if thought fit, to resolve to temporarily exclude the press and public
- Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the Committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
11. To confirm staff hours and hourly pay rates for 2025/2026 in line with NJC scales
 12. Items for report or inclusion on next agenda
 13. To agree items to be reported to meeting of full Council on 20th November 2024
 14. To agree next meeting date