

Kelvedon Parish Council

The Old Fire Station, 102 High Street, Kelvedon, Essex CO5 9AA

Personnel Sub-Committee

8 September 2016

To members of the Personnel Sub-Committee:

Cllrs Anderson, Buttery, Hooper, Lancashire, Pilbeam

Members of the Personnel Sub-Committee are summoned to attend a meeting immediately after the 7.30 pm Finance Committee meeting on Wednesday 14 September 2016 in the Council Chamber to transact the business shown in the agenda.

Members are reminded to declare any disclosable pecuniary or non-pecuniary interests at item PS14/16-17, or as they arise on the Agenda.

The public and press are welcome to be present.

Philippa Potter
Parish Clerk

A G E N D A

PS13/16-17 Apologies for Absence

To receive any apologies for absence.

PS14/16-17 Election of Vice-Chairperson for 2016-17

To elect the Vice-Chairperson of the Personnel Sub-Committee for 2016-17 following the resignation of Cllr W Humpington from the Council.

PS15/16-17 Declarations of Interest

The Chairman to invite Councillors to declare any appropriate disclosures.

PS16/16-17 Confirmation of Minutes

To confirm the minutes of the Personnel sub-committee held on 15 June 2016.

PS17/16-17 Public Discussion

The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**

PS18/16-17 Staff Appraisals

To discuss process.

PS19/16-17 Lone Working Policy

Clerk to update.

PS20/16-17 GPS Tracker (PAMW)

Clerk to update.

PS21/16-17 Date of next meeting

14 December 2016 (following Finance) if required.