



North Horsham Parish Council

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11th November 2016

NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE

Councillors are respectfully summoned to attend a meeting of North Horsham Parish Council Personnel Committee to be held on **Thursday 17th November at 7.30pm at Roffey Millennium Hall** for the transaction of the business on the agenda below.

Pauline Whitehead BA(Hons) FILCM
Clerk to the Council

Personnel Committee:- Cllr R Knight, Cllr M Loates, Cllr T Rickett, Cllr S Torn, Cllr R Wilton.

AGENDA

- 1. Public Forum.**
The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 6.15pm whichever is the earlier.
- 2. Apologies for absence.**
Recommendation:- To receive apologies for absence.
- 3. Minutes.**
Recommendation:- To approve and sign the Minutes of the Personnel Committee Meeting held on 28th July 2016.
- 4. Declarations of Interest.**
Recommendation:- To receive any Declarations of Interest from Members of the Council.
- 5. Chairman's Announcements.**
Recommendation:- To receive the Chairman's announcements.
- 6. Committee Budget Monitoring to 31st October 2016.**
Recommendation:- To note the financial report to 31st October 2016
- 7. Budget 2017/18**
Recommendations:-
 - 1. To review the forecast figure for 2016/17.**
 - 2. To include £360 for payroll in the budget figure for 2017/18 (currently zero).**
- 8. Exclusion of Press and Public**

Recommendation:- To resolve that the Press and Public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, for reasons of confidentiality as the following discussion item relates to staff.

9. Staffing Issues.

Recommendation:- To consider a confidential committee report.

10. Date of next Meeting – Thursday 16th February 2016 (Scheduled)

**Please note that the agenda and Clerk's report can be found on the Parish Council website
<http://www.northhorsham-pc.gov.uk/>**