

**NORTH HORSHAM PARISH COUNCIL PERSONNEL COMMITTEE MEETING
THURSDAY 17TH MAY 2018 AT 7.30pm AT ROFFEY MILLENNIUM HALL**

CLERK'S REPORT

To be read in conjunction with the Agenda.

1. **Elect a Chairman.**
Nominate and elect a Chairman.
2. **Elect a Vice Chairman.**
Nominate and elect a Vice Chairman.
3. **Public Forum.**
Members of the public are invited to put questions or draw attention to relevant matters relating to the business on the agenda to the Committee's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person.
4. **Apologies for Absence.**
Apologies and reasons for absence to be given to the Clerk.
6. **Declarations of Interest.**
Members are advised to consider the agenda for the meeting and determine in advance if they may have a **Personal, Prejudicial or a Disclosable Pecuniary Interest** in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.
Where you have a **Prejudicial Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.
If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.
7. **Chairman's Announcements.**
NALC has announced a 2% pay increase for employees from 1st April 2018.

8. **Financial Review to 31st March 2018**

Cost Centre	Actual Expenditure	Annual Budget	Forecast to 31.3.18 agreed in the precept calculation.
Personnel	275,643	277,325	277,225

The final expenditure for 2017/18 was lower than the budget and forecast agreed in the precept calculation. This is due to some staff positions being vacant for part of the year and close monitoring of how work is allocated.

The budget for 2018/19 has been set to allow for a 1% increase rather than the 2% finally agreed on. This will be monitored throughout the year.

9. 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 performance.