



North Horsham Parish Council

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27th December 2018

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 3rd January 2019 at 7.30pm at Roffey Millennium Hall** for the transaction of the business on the agenda below.

Pauline Whitehead BA(Hons) FSLCC
Clerk to the Council

Personnel Committee Members:- Cllr A. Britten (Chairman), Cllr M. Loates, Cllr T. Rickett B.E.M., Cllr S Torn (Vice Chairman), Cllr Mrs S 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 7.45pm whichever is the earlier.
2. **Apologies for absence.**
Recommendation:- To receive apologies for absence.
3. **Minutes.**
Circulated separately by e-mail or available on www.northhorsham-pc.gov.uk.
Recommendation:- To approve and sign the Minutes of the Personnel Committee Meeting held on 26th October 2018.
4. **Declarations of Interest.**
Recommendation:- To receive any Declarations of Interest from Members of the Council.
5. **Chairman's Report**
See Clerk's Report.
Recommendation:- To note the Chairman's Report.
6. **Pension provision for future Caretakers.**
See Clerk's Report.
Recommendations:-
 1. **To consider the recommendation from the Finance and Administration Committee held on 13th December 2018.**
 2. **To agree a recommendation from the Personnel Committee that will be taken to full Council to determine which pension will be offered to**

caretakers who are employed by North Horsham Parish Council in the future.

- 7. Performance Management Policy**
See Clerk's Report.
Recommendation:- To consider a revised Performance Management Policy and recommend its adoption by full Council.
- 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 matters.
- 9. Staff Matters**
Confidential report circulated.
Recommendation: To consider recommendations within the staff report.
- 10. Date of next Meeting – (Scheduled)**
The next meeting is scheduled for 4th April 2019.