



North Horsham Parish Council

Roffey Millennium Hall,
Crawley Road, Horsham,
West Sussex, RH12 4DT

Tel: 01403 750786 (Office & Hall Bookings)
Roffey Millennium Hall, North Heath Hall
Holbrook Tythe Barn

Email: parish.clerk@northhorsham-pc.gov.uk

Website: www.northhorsham-pc.gov.uk

28th January 2021

NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE

Members of the Personnel Committee are respectfully summoned to attend an on-line meeting of the Personnel Committee via a Zoom video conference to be held on **Thursday 4th February 2021 commencing at 7.30pm**, for the transaction of the business shown on the agenda below.

To join this meeting please use the following Zoom link:

<https://us02web.zoom.us/j/86785679654?pwd=dE9JMXZickgxNjBpaXU4YW5MZEEdiZz09>

Meeting ID: 867 8567 9654 Passcode: 115489

Members of the Press and public are welcome to join this video conference meeting.

P Whitehead

Pauline Whitehead BA(Hons) FSLCC
Clerk to the Council

Personnel Committee Members:- Cllr A. Britten , Cllr D. Mahon, Cllr T. Rickett B.E.M.,
Cllr S Torn , Cllr R. Turner and Cllr Mrs S Wilton.
(The Parish Council agreed to have 6 members of the Personnel Committee until May 2021).

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 1st October 2020.

4. **Declarations of Interest.**
See Clerk's Report.
Recommendation:- To receive any Declarations of Interest from Members of the Council.
5. **Chairman's Announcements**
See Clerk's Report.
Recommendation:- To note Chairman's Announcements.
6. **Review of Finances to 30th December 2020**
See Clerk's Report.
Recommendation:- To note the Financial Report to 30th December 2020.
7. **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.
8. **Staff Matters**
Confidential report circulated separately.
Recommendation:- To consider matters in the confidential report.
9. **Date of next Meeting – (Scheduled)**
The next meeting is scheduled for 27th May 2021.