



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover, Aylesbury,
Buckinghamshire HP22 6DU
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clerk@wendover-pc.gov.uk

STAFFING COMMITTEE

16th May 2:00pm

St. Mary's Centre

Committee Membership: - Cllrs Ballantine (JB), Clayton (MC), Duggan (RD), Gregory (NG), Haywood (DH), Myers (AM) and Walsh (TW) (ex-officio)

To: All Committee Members

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

AGENDA

1	ELECTION OF CHAIRMAN	
	To elect a Chairman of the Committee for the municipal year	Decision/ALL
2	APOLOGIES FOR ABSENCE	
	To consider any apologies for absence received.	Decision/ALL
3	DECLARATIONS OF INTEREST	
	In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.	Decision/ALL
4	MINUTES	
	To confirm the minutes of the meeting of 8 th February 2018 as a true record.	Decision/ALL
5	PUBLIC PARTICIPATION	-
6	CLERK'S REPORT	
	To receive an update report from the Clerk.	Note/EJ
7	OTHER MATTERS	
a	TOIL and Leave	
	To receive an update on extra hours worked and leave owed and consider any actions.	Decision/EJ
b	Policies and Contracts	
	To consider amendments and additions to current policies and contracts and the process required for implementing the changes.	Decision/EJ
c	Recruitment process	
i	To agree a standard recruitment process.	Decision/EJ
ii	To agree the next actions regarding the current vacancy.	Decision/EJ
d	Appraisal process	
	To consider the current appraisal process and agree any amendments.	Decision/EJ
8	CONFIDENTIAL ITEMS	Decision/ALL
9	ITEMS FOR NEXT AGENDA	Discussion/ALL
10	DATE OF NEXT MEETING	Decision/ALL
11	CLOSURE OF MEETING	

Signed:

Ella Jones
Clerk to the Council

Date: 11/05/2018