

# WORTH

## Parish Council

### Council Offices

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To: Members of the Human Resources Committee

### Notice of Meeting

You are hereby summoned to a Human Resources Committee Meeting of Worth Parish Council to be held in the South Room, 1st Floor, The Parish Hub, Borers Arms Road, Copthorne, on **Wednesday, 11<sup>th</sup> September 2019** at 10.00 hrs.

Mrs J Nagy  
**CLERK TO THE COUNCIL**

### AGENDA

**1. Public Question Time – 15 minutes – to receive, and act upon if considered necessary, comments made by members of the public.**

Members of the Public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

**2. Apologies – to note and accept apologies for absence**

**3. Declarations of Disclosable Pecuniary and Other Interests – to receive any declarations of interest from Councillors**

**4. Minutes – to discuss, amend if necessary and thereafter approve the Minutes of the HR Committee meeting held on Wednesday, 22<sup>nd</sup> May 2019**

**5. Staffing matters\*\*– to discuss and agree action in relation to staffing matter, including**

- review of the draft amended Grievance and Disciplinary procedure
- staff appraisals 2019
- staff leave during the Christmas period

**6. Date of the next meeting: To be advised**

**\*\*The press and public may be excluded from this item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed**

**ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS**