



Festival of Britain Village 1951
Motto: "Independence and Self Help"

Trowell Parish Council

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COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED TO ATTEND the COMMITTEE MEETING of the HR COMMITTEE, which is to be held in TROWELL PARISH HALL, MEETING ROOM 3 on TUESDAY 26TH SEPTEMBER 2023, COMMENCING AT 6PM.

Date this 19th day of September 2023

J Murden Clerk & RFO to the Council

THIS MEETING MAY BE RECORDED. MEMBERS OF THE PUBLIC AND PRESS WHO WISH TO SPEAK IN THE PUBLIC PARTICIPATION ARE VERY WELCOME TO ATTEND. IF RECORDINGS ARE TAKEN BY THE COUNCIL, IT WILL ONLY BE FOR MINUTES AND WILL BE DESTROYED ONCE DRAFT MINUTES HAVE BEEN DRAWN UP. ANYONE SPEAKING AT THE MEETING WILL HAVE DEEMED TO HAVE GIVEN CONSENT TO BEING RECORDED.

AGENDA

Item Ref	Description
10/23.	Chairmans Welcome and Report. The chairman will welcome public and councillors. Followed by a report for members.
11/23.	Apologies for Absence. The Clerk is to receive notification no later than 3pm on the day of the meeting. a) Councillors to note any apologies for absence. Councillors to vote on acceptance of any apologies for absence.
12/23.	Declarations of Interests. Councillors to declare interests in subsequent agenda items as follows: a) Pecuniary interests b) Other registerable interests c) Non-registerable interests
13/23.	Minutes. Councillors to review and approve the minutes as a true record of business conducted at the meeting held on the 27 th of June 2023. Copy of minutes are available in the members packs and on the website.
14/23.	To review for adopt the following Policies and Procedures. a) Complaints Procedure – Councillors to review the updated procedure and take to Full Council for adoption, b) Grievance Policy – Councillors to review the policy and take to Full Council for adoption. c) Disciplinary Policy – Councillors to review the updated policy and take to Full Council for adoption. d) Anti – Harassment & Bullying Policy (Non-Staff) – Councillors to review the policy and take to Full Council for adoption. e) Anti – Harassment & Bullying Policy (Staff) – Councillors to review the policy and take to Full Council for adoption.
15/23.	Items of Confidentiality. Councillor to vote on a motion to close the meeting to the press and public - Pursuant to section 1 (2) of the Public Bodies (admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press will be asked to leave the meeting.
16/23.	Staffing Matters. a) Councillors to consider the appoint of the Second Caretaker. b) Councillors to review and make recommendations on the Clerks Contract and pay scale.
17/23.	Date of Next Meeting: Councillors to set the next meeting date.