

CANEWDON PARISH COUNCIL

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Members of the Personnel Sub Committee of the Parish Council are hereby summoned to attend the online Personnel Sub Committee meeting on Tuesday 30th June 2020 at 7.00pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Holland

Kelly Holland
Clerk to Canewdon Parish Council

23rd June 2020

AGENDA – Personnel Sub Committee meeting on 30th June 2020

1. **Election of Sub Committee Chairman**
2. **Apologies for absence**
To receive and approve any apologies for absence.
3. **Minutes**
Acceptance of minutes from the Personnel Sub Committee meeting dated 21st March 2019 (appendix 1).
4. **To receive member's declaration of interests and dispensations in items on the agenda.**
Requests for dispensations should be requested from the Clerk the day before the meeting.
5. **Public participation session with respect to items on the agenda and other matters that are of mutual interest.**
Members of the public to contact the Clerk before 3pm on the day of the meeting to request access to the online meeting.
6. **Uniform**
To consider purchasing Parish Council t shirts and jumpers for the litter operative/handyman.
7. **Exclusion of press and public**
The Parish Council will resolve to exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2)
8. **Staff matters**
 - (a) To consider the information from the Clerk regarding the Litter operative/handyman;
 - (b) To decide who will carry out the Clerk's appraisal and arrange a suitable date/time.

9. Future Parish Council meetings and events

The next online Parish Council Meeting will be held on Wednesday 1st July 2020 at 7.15pm.