

April 2024 Personnel Committee meeting

7:00 pm, 22 April 2024

Conference Room, Gilberdyke War Memorial Hall

PUBLIC NOTICE

This notice was posted on Wednesday 17 April 2024.

FOR THE ATTENTION OF PARISH COUNCILLORS

Members of the above named Committee are summoned to attend the meeting to be held at the time, date and location shown on this notice.

AGENDA

For decision

1. That the Committee resolve to exclude members of the public and press from the meeting as the items under discussion relate to confidential staffing matters
2. To agree apologies received
3. Declarations of interest
4. Gilberdyke Parish Council Youth Project future staffing requirements
5. Principles of an Appraisal Policy
6. To conduct the annual review of the following policies and make any recommendations to the Parish Council:
 - Annual Leave Policy
 - Bullying and Anti-harassment policy
 - Capability Policy
 - Equal Opportunities Statement
 - Equality and Diversity Policy
 - Flexible Working Policy
 - Health and Safety Policy
 - Home Working Policy
 - Recruitment Policy & Procedure
 - Shared Parental Leave Policy
 - Sickness Absence Policy
 - Whistleblowing Policy
7. To defer the annual review of the following policies until October 2024 (noting that the review date for the Expenses Policy is November 2024):
 - Adoption Leave Policy
 - Data Protection of Staff Records Policy
 - Disciplinary Policy and Procedure
 - Emergency Time Off for Dependents Policy
 - Grievance Policy and Procedure
 - Leave of Absence Policy
 - Lone Working Policy
 - Maternity Policy
 - Parental Bereavement Leave
 - Parental Leave Policy
 - Paternity Leave Policy

For noting

8. The time, date and location of the next meeting of the Personnel Committee will be determined at the 2024 Annual Parish Council

Jake Wilde
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