

LANGAR CUM BARNSTONE PARISH COUNCIL

Minutes of the HR Committee meeting held at Barnstone Village Hall, Main Road, Barnstone, commencing at 1.00pm on Monday 8th July 2019

Present: Cllrs J Fry (Chairman), N Pulford, K Morris, C Pegg

7/19/1 Declaration of Interest:

None declared.

7/19/2 Apologies for Absence:

No apologies.

7/19/3 Review of Committee Terms of Reference:

The following Recommendations were made:

- Create Employment Policy to include Appraisals, Working Terms and Conditions, Lone Working.
- Conduct Annual Clerk's Appraisal.

7/19/4 Appraisal format:

Format agreed.

Private and Confidential Business

In accordance with Section 1(2) of the Public Bodies Admissions to Meetings Act 1960 it is resolved that, due to the confidential nature of the business to be transacted, the public and press are asked to leave the meeting during consideration of:

7/19/5 Employee Appraisal:

- a) Clerk's Job Description reviewed and amended.
- b) Recommendation to Full Council to include an overtime budget to cover new projects.

There being no further business, the meeting closed at 3.00pm

Signed Chairman

Date