



## HOCKLEY PARISH COUNCIL

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**Personnel Committee Chairman:**  
**Personnel Committee Members:**

Cllr. N. Boxall

Cllr. M. Carter

Cllr. S. James

Cllr. P. Meacham

Cllr. T. Carter

Cllr. R. Martin

Cllr. V. Randall

**Members of the Personnel Committee are hereby summoned to attend the online Personnel Committee meeting on Monday 8<sup>th</sup> February 2021 at 7.00pm for the purpose of transacting the following business.**

**Members of the press and public are excluded from this meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).**

*K Holland*

**Mrs Kelly Holland**  
Clerk to Hockley Parish Council

3<sup>rd</sup> February 2021

### **PERSONNEL COMMITTEE MEETING ON MONDAY 8<sup>th</sup> FEBRUARY 2021**

#### **AGENDA**

- 1. Apologies for absence**
- 2. Minutes**  
Acceptance of the minutes from the meeting dated 17<sup>th</sup> November 2020 (previously circulated).
- 3. To receive member's declarations of interests in items on the agenda.**
- 4. Presentation from David Bostock from Ellis Whittam.**

#### **DECISION ITEMS**

- 5. To consider the amendments to the Personnel Sub Committee Terms of Reference (appendix 1).**
- 6. To consider any actions from the information provided from Ellis Whittam earlier in the meeting.**
- 7. To consider current working arrangements and annual leave entitlement.**

#### **FOR NOTING**

- 8. Personnel Sub Committee**  
To receive the minutes from the Sub Committee meeting held on 19<sup>th</sup> January 2021.

**9. Items for next agenda**

**10. Date of future meetings**

The next meeting of the Personnel Committee is to be confirmed.