



HOCKLEY PARISH COUNCIL

Personnel Committee: Cllrs James, S Martin, Randall, Vingoe, O'Shea, Boxall.

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE
HOCKLEY PARISH COUNCIL PERSONNEL SUB COMMITTEE ON
MONDAY JANUARY 11TH 7.30 PM IN THE HOCKLEY PARISH HALL**

AGENDA

- PER16/1 Those present and apologies for absence.
- PER16/1 Declarations of interest.
- PER16/2 To agree the minutes of the September 14th 2015 meeting.
- PER16/3 Public speaking (meeting closed for 15 minutes).
- PER16/4 To review contracts for the Accountant and Administrative Assistant.
- PER16/5 To approve the appointment of a volunteer to undertake community work in support of a Duke of Edinburgh's Award.
- PER16/6 To confirm the current office hours of 9.30 to 12.00 Monday – Friday.
- PER16/7 To establish a monitoring process for Rangers' work.
- PER16/8 To approve the Administration Assistant's attendance at the SLCC conference.
- PER16/9 Staff appraisals.
- PER16/10 Date of next meeting: March 14th 2016.

Michael Letch
Clerk to the Council