



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH

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Personnel Committee Chairman:
Personnel Committee Members:

Cllr. P. Meacham
Cllr. N. Boxall
Cllr. T. Carter

Cllr. M. Carter
Cllr. R. Martin

Members of the Personnel Sub Committee are hereby summoned to attend the online Personnel Committee meeting on Tuesday 19th January 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

13th January 2021

PERSONNEL SUB COMMITTEE MEETING ON TUESDAY 19th JANUARY 2021

AGENDA

- 1. Apologies for absence**
- 2. Minutes**
Acceptance of the minutes from the meeting dated 12th October 2020 (previously circulated).
- 3. To receive member's declarations of interests in items on the agenda**

DECISION ITEMS

- 4. Staff matters**
 - (a) To consider the findings of the review of the caretaker/cleaner role (to be circulated at the meeting);
 - (b) To receive a report from the Clerk on staff progress including staff wellbeing (to be circulated at the meeting);
 - (c) To consider creating a staff wellbeing survey.

FOR NOTING

- 5. Items for next agenda**
- 6. Date of future meetings**
The next meeting of the Personnel Sub Committee is to be confirmed.

Hockley Parish Council is committed to being a council with a brave forward vision to create and maintain a vibrant and inclusive community in Hockley