



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. 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 Tuesday 17th November 2020 at 7.00pm for the purpose of transacting the following business. Members of the press and public are welcome to attend and should contact the Clerk before 3pm on the day of the meeting to request access to the online meeting.

K Holland

Mrs Kelly Holland
Clerk to Hockley Parish Council

12th November 2020

PERSONNEL COMMITTEE MEETING ON TUESDAY 17TH NOVEMBER 2020

AGENDA

- 1. Apologies for absence**
- 2. Minutes**
Acceptance of the minutes from the meeting dated 11th February 2020 (previously circulated).
- 3. To receive member's declarations of interests in items on the agenda**
- 4. Public Participation session**
There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker will be permitted.
- 5. Exclusion of press and public**
The Parish Council will resolve to exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).

FINANCE, BUDGET AND FORWARD PLANNING

- 6. To consider budgetary requirements for the 2021/22 budget.**
- 7. HR Support**
The Clerk had received a notice to rescind the decision in relation to the HR Support option (minute reference: PER20/6). Members to consider the updated report regarding HR support to protect the vulnerabilities and ensure compliance associated with employment law and staffing matters (to be circulated at the meeting).

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

DECISION ITEMS

8. Staff matters

- (a) To confirm the closure of the Parish Council between the Christmas and New Year period as agreed by the Personnel Sub Committee;
- (b) To consider annual leave arrangements during the Christmas closure.

FOR NOTING

9. Personnel Sub Committee

To receive the minutes from the Sub Committee meeting held on 12th October 2020.

10. Items for next agenda

11. Date of future meetings

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