



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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10th April 2024

To Councillors:

Jo Davis; Howard Hartley; Simon Kidd; Andy Larcombe; Conor Ogilvie-Davidson (Vice-Chair); Kathy Thomas.

You are hereby summoned to attend a meeting of the Personnel Sub-Committee of Peasedown St John Parish Council at **Beacon Hall** on **Wednesday 10th April 2024 at 6.00pm** for the purpose of transacting the business detailed below.

CC Councillor:

Jonathan Rich as ex-officio members of the Committee – Please advise, by return, if you will be attending this meeting.

Tanya West
Parish Clerk & RFO

AGENDA

Meeting of the Personnel Sub-Committee

6.00pm

Public Session - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general**. Please be aware that if matters are raised not related to this agenda, they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason.

Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in confidential session – see item PC149).

Please be aware that this Parish Council meeting may be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014 (until item PC149). We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made [particularly in order to satisfy the protection of children, the vulnerable and other members of the public who actively object to being filmed].

PC147 – 10/04/2024

Attendance Roll Call and Declarations of Interest

To action the attendance register and to receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.

PC148 – 10/04/2024

Apologies for Absence

To receive and approve, if necessary, any apologies for absence.

PC149 – 10/04/2024

Resolution Relating to Confidential Nature

To pass a resolution that in accordance with Standing Order 3c in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.

PC150 – 10/04/2024

Contracted Labour

To consider proposals for temporary contracted labour for outside services duties.

PC151 – 10/04/2024

Responsible Finance Officer

To receive an update on the recruitment of a Responsible Finance Officer.

PC152 – 10/04/2024

Staffing Matters

To consider other staffing matters including relating to staff absence.

PC153 – 10/04/2024

Formal Complaint

To consider the investigation of the formal complaint raised at the last meeting.

PC154 – 10/04/2024

Resolution to Revert to Public Session

To pass a resolution that the meeting is put back into public session.

PC155 – 10/04/2024

Date and Time of Next Meeting

The date of the next Personnel Committee meeting is to be determined.