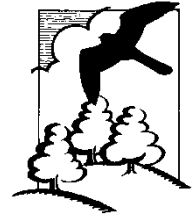


HAWKHURST PARISH COUNCIL



I give you notice; the meeting of the Personnel Committee of Hawkhurst Parish Council will be held on Monday 12 February at 7.15pm, at the Sports Pavilion at the KGV Sports Field.

Members of the public are invited to attend the meeting there will be no public forum however the Committee Chairman may invite residents to speak regarding items on the agenda.

All members of the Committee are summoned to attend in order to consider and resolve upon the business to be discussed. The agenda is set out below.

A handwritten signature in black ink, appearing to read 'Lisa Rackett', is written over a horizontal line.

Lisa Rackett
Locum Clerk to Hawkhurst Parish Council

Date: 07.02.2024

BUSINESS TO BE TRANSACTED

- 240/23 (a) Apologies for absence received.**
- (b) Declaration of Changes to the register of interests.**
- (c) Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda.**
- (d) Requests for dispensation.**
- (e) To confirm whether anyone in attendance intends to film or record the meeting.**

241/23 To agree the minutes of the Personnel Committee Meeting 29.11.2023. The minutes will be taken as read, once approved the minute book will be signed by the Committee Chairman.

242/23 To agree to engage staff on a locum or temporary basis. The volume of work the office is handling is proving a challenge, the Committee need to agree which staff to engage.

Part 2 Exclusion of Public and Press – In accordance with Section 1(2) of the Public Bodies (Admission to meetings Act 1960), the public and press be excluded from the meeting by the reason of its confidential nature.

243/23 To agree the next steps and actions to be taken in dealing with a staffing matter. The Committee will be issued a report at the meeting in order to make their decision.