



London Colney Parish Council

To: Councillor H Pakenham (Chair), K Gardner, C Flynn and J Quagliozi

Cc Councillor D Gordon, J Hopkins, N Mahony, M MacMillan

25 January 2018

You are hereby summoned to attend a **Human Resources Committee** meeting to be held on **Thursday 31 January 2018, 7pm** at the **Napsbury Pavilion, Perham Way, London Colney**

Emma Payne
Clerk

AGENDA

1. **Apologies**
2. **Declaration of Interests**
 - a) In accordance with Section 27 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on this agenda.
 - b) Clerk to report any written requests for dispensation in respect of items on this Agenda.
3. **Minutes**

To approve the notes of the meeting held on 7 December 2017.
4. **Staff Overtime**

To receive a report on staff overtime.
5. **Recruitment**
 - 5.1 Events Officer (fixed contract to cover maternity leave)
 - 5.2 Kitchen Porter
 - 5.3 Chef
6. **Appraisals**

To receive a verbal report on the progress of staff appraisals.
6. **Confidential Items**

To resolve to exclude the Press and the public from the following items in accordance with the Public Bodies (Admissions to Meetings) Act 1960.



- 7. Staffing Matters**
To receive a report on matters relating to staff:
 - 7.1 Clerk
 - 7.2 Interim Clerk
 - 7.3 Bar Staff Salaries
 - 7.4 Cleaning of the Bar
 - 7.5 Caretaker's Disciplinary

- 8. Date of next meeting – 22 March 2018**