



YAXLEY PARISH COUNCIL

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

Tele/Fax 01733 241958

Email: clerk@yaxleypc.org.uk Website: www.yaxleypc.org

To: All Members of the Personnel Committee

11^h September 2018

Sir/Madam

You are hereby summoned to attend a Meeting of the **Personnel Committee** of the Yaxley Parish Council to be held on **Tuesday 18th September 2018** after a meeting of the **Property Committee** expected start time of 7.30pm in the **Council Chambers**.

H. Taylor

Helen Taylor
On behalf of Yaxley Parish Council

THE PUBLIC AND PRESS ARE ALWAYS WELCOME

AGENDA

- PER14. APOLOGIES**
To receive and accept apologies for absence.
- PER15. MEMBERS DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- PER16. MINUTES**
To approve as a correct record the Minutes of the Meeting of the Personnel Committee held on 19th June 2018 (attached).
- PER17. PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for member of the public to address the Council.
- PER18. TRAINING**
To note a report by the Clerk on staff training – attached.
- PER19. CHRISTMAS AND NEW YEAR OPENING HOURS**
To confirm the Christmas opening hours for the office/facilities.

PER20. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - EXCLUSION OF PRESS AND PUBLIC

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

PER21. STAFFING INFORMATION REPORT

Report by the Clerk attached.

PER22. HEALTH AND SAFETY INVESTIGATION – FINDINGS

Report by the Clerk attached.

PER23. PENSION UPDATE

**PER25. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**

To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

Cut off time for the meeting is 21.30