



YAXLEY PARISH COUNCIL

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

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To: All Members of the Personnel Committee

11th June 2019

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 June 2019 after a meeting of the Property Committee expected start time of 7.45pm** in the **Council Chambers**.

H. Taylor

Helen Taylor
On behalf of Yaxley Parish Council

THE PUBLIC AND PRESS ARE ALWAYS WELCOME

AGENDA

- PER1. ELECTION OF CHAIRMAN**
To appoint a chairman for the ensuing municipal year.
- PER2. APOLOGIES**
To receive and accept apologies for absence.
- PER3. 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.
- PER4. MINUTES**
To approve as a correct record the Minutes of the Meeting of the Personnel Committee held on 19th March 2019 (attached).
- PER5. ELECTION OF VICE CHAIRMAN**
- PER6. PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for member of the public to address the Council.
- PER7. STAFFING**
To note the appointment of a temporary grounds maintenance member.
- PER8. RISKS ASSESSMENTS**
To review the following risk assessments:
- Driving for work
 - Ride on mowers
 - Strimmers and brushcutters

- Weed spraying
- Litter picking/emptying bins
- Trees
- Lone working
- Cemetery management
- Chainsaw

PER9. HEALTH AND SAFETY TRAINING
To receive a verbal report by the Clerk.

PER10. 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.

PER11. PENSION UPDATE
To receive a report from Councillor Wood - attached.

PER12. 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