10th November 2020

**MEMBERS OF THE HUMAN RESOURCES COMMITTEE**

Dear Sir/Madam,

You are summoned to a meeting of the Human Resources Committee to be held on Wednesday 18th November at7.00pm. The meeting will be held remotely using Microsoft Teams, please click the link to join,

Yours faithfully

B Hodgetts

**Becky Hodgetts**

**Clerk to the Parish Council**

# AGENDA

## **HR11/20 - To receive apologies for absence**

## **HR12/20 - Declaration of Disclosable Pecuniary and other Interests and dispensation requests**

## **HR13/20 - To approve the minutes from HR Committee meeting held on 14th October 2020**

## **HR14/20 – Policies**

## **to review and update where necessary the following policies for submission to full council for approval.**

1. HR Terms of Reference
2. Staff handbook
3. Code of Conduct

**b) To review new draft policies for submission to full council for approval**

1. Appraisal
2. Grievance
3. Disciplinary
4. Capability

## **HR15/20 - To agree date and time of next meeting**