

OWSTON FERRY PARISH COUNCIL

Clerk Clare Boyall
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19 February 2024

Dear Councillor

You are hereby summoned to the Personnel Committee Meeting of the Owston Ferry Parish Council which will be held in the Parish Room at Coronation Hall, Owston Ferry on **23 February 2024 at 7 pm.**

Signed

C Boyall

Clerk to the Council

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms, but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded. The Council meeting is recorded, and the recording is saved until the previous meeting's minutes are resolved.

No	Item	Proposer
1	Public Participation Session Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session (which will be conducted at 7 pm before the Council meeting). The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking.	
2	Election of Chairman To elect the Chairman of the Personnel Committee.	
3	Apologies To receive apologies and reasons for absence.	
4	Declarations of Interest To record any Declaration of Interest made by members in respect of items on this agenda (Members should identify the agenda item and type of interest being declared.)	
5	Granting of Dispensations (Code of Conduct, 2012) <i>Vote to exclude the press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.</i>	
6	Minutes of the Personnel Committee meeting held on 14 April 2023 To resolve the minutes of the Personnel Committee meeting held on 14 April 2023.	
7	Clerk's Role To receive information following previous personnel meetings.	

8	Civility and Respect Project To resolve to recommend to full council to sign the Civility and Respect Pledge supported by NALC, SLCC, LGA and ERNLLCA.	
9	Date and Time of next meeting To be agreed.	