



Horndean Parish Council

STAFF COMMITTEE

NOTICE OF MEETING

A MEETING OF THE STAFF COMMITTEE WILL BE HELD ON MONDAY 01 JULY 2019 AT 6.30 P.M. AT JUBILEE HALL.

Members are summoned to attend.

A handwritten signature in black ink, appearing to read 'Carla Baverstock-Jones', written over a white background.

Carla Baverstock-Jones PSLCC, GCILEx, MCM
Chief Officer

25 June 2019

AGENDA

1. To receive apologies for absence.
2. To receive any Declarations of Interest.
3. To elect a Vice Chairman to the Staff Committee.
4. To receive and approve the Minutes of the meeting held on the 01 April 2019.
5. To receive a report and consider the proposed amendments to the Job Descriptions pertaining to a number of employees.
6. **To agree to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted. (Public Bodies (Admissions to meetings) Act 1960)**
7. To receive and approve the Confidential Minutes of the meeting held on the 01 April 2019.
8. To receive a report and consider the flexible working request received from a member of staff.
9. To receive a report and consider the expiry of the probationary period in respect of a staff member within the Parish Office.