



Horndean Parish Council

STAFF COMMITTEE

NOTICE OF MEETING

A MEETING OF THE STAFF COMMITTEE WILL BE HELD ON MONDAY 07 MARCH 2016 AT 7.30 P.M. OR IMMEDIATELY FOLLOWING THE GROUNDS COMMITTEE MEETING AT JUBILEE HALL.

Members are summoned to attend.

A handwritten signature in black ink, appearing to read 'Carla Baverstock-Jones'.

Carla Baverstock-Jones GCILEx
Executive Officer and Clerk to the Council

01 March 2016

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 14 September 2015.
5. To receive and consider the Job Description/Person Specification for an additional staff member to be appointed to the Countryside Team.
6. To receive a report and consider the Job Description for the position of temporary Assistant Grounds Manger.
7. **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)**
8. To receive and agree the Confidential Minutes of the meeting held on the 14 September 2015.
9. To receive a report and consider the proposed annual increase to staff salaries.
10. To receive a report and consider the expiry of the probationary period for a member of staff.