


MORETON-IN-MARSH TOWN COUNCIL

	<p>AGENDA PERSONNEL COMMITTEE EXTRAORDINARY MEETING Date: 5th February 2024 Time: 6:30pm Council Offices, Old Town, Moreton-in-Marsh GL56 0LW T: 01608 651448 E: clerk@moretoninmarshtowncouncil.gov.uk Website: moretoninmarshtowncouncil.gov.uk</p>
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Notice of Meeting of Personnel Committee

Members of the Personnel Committee are hereby summoned to attend for the purpose of transacting the business set out below.

All residents of the parish and press are welcome to attend unless members vote to make the meeting private for specific confidential personnel, legal or financial reasons.

Enquiries can be made by e-mailing Town Clerk clerk@moretoninmarshtowncouncil.gov.uk

Francis Matthews, Committee Chair, Date - 30/01/24

AGENDA

Item	Title
1)	Apologies To RECEIVE apologies for absence.
2)	Declarations of Interests and Dispensations a) To RECEIVE declarations of interests from councillors on items on the agenda. b) To CONSIDER any requests for dispensation relating to items on the agenda and those made in writing relating to pecuniary interests.
3)	Public Participation Members of the public may make speak at a meeting, limited to 3 minutes individually and 20 minutes collectively unless directed by the Chair, who may choose to prioritise contributions relating to items on the agenda.
4)	Minutes a) To discuss the missing minutes of 20 th October 2022 and AGREE next steps. b) To AGREE the Minutes of 18 th July 2023 as an accurate record.
5)	Civility and Respect a) To receive an update from the clerk regarding the Civility and Respect pledge and decide next steps.
6)	Policies a) To REVIEW the Lone Working policy. b) To REVIEW the Training and Development policy. c) To REVIEW the Health and Safety policy. d) To DECIDE a schedule for review of the remaining personnel policies.
7)	Date of next meeting a) To AGREE a date for the next meeting.
8)	Close of Meeting