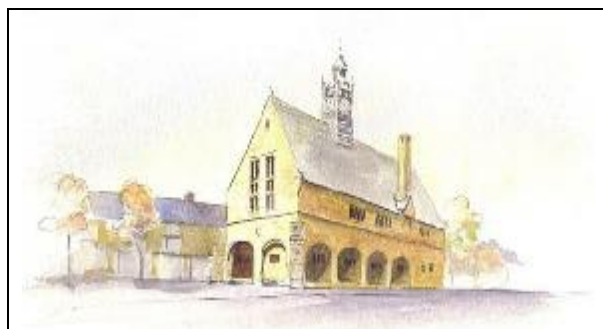


## MORETON-IN-MARSH TOWN COUNCIL



**AGENDA**  
**PERSONNEL COMMITTEE MEETING**  
**Date: 18<sup>th</sup> March 2024**  
**Time: 6:30pm**  
**Council Offices, Old Town, Moreton-in-Marsh**  
**GL56 0LW**  
**T: 01608 651448**  
**E: [clerk@moretoninmarshtowncouncil.gov.uk](mailto:clerk@moretoninmarshtowncouncil.gov.uk)**  
**Website: [moretoninmarshtowncouncil.gov.uk](http://moretoninmarshtowncouncil.gov.uk)**

### 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](mailto:clerk@moretoninmarshtowncouncil.gov.uk)

**Sarah Hart, Clerk, Date – 13/03/24**

### AGENDA

Item	Title
1)	<b>Apologies</b> To <b>RECEIVE</b> apologies for absence.
2)	<b>Declarations of Interests and Dispensations</b> a) To <b>RECEIVE</b> declarations of interests from councillors on items on the agenda. b) To <b>CONSIDER</b> any requests for dispensation relating to items on the agenda and those made in writing relating to pecuniary interests.
3)	<b>Public Participation</b> 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)	<b>Minutes</b> a) To <b>AGREE</b> the Minutes of 5 <sup>th</sup> February 2024 as an accurate record.
5)	<b>Policies</b> a) To <b>REVIEW</b> the Councillor Officer protocol. b) To <b>REVIEW</b> the Dignity at Work/Bullying and Harassment Policy c) To <b>REVIEW</b> the Discipline & Grievance Procedure d) To <b>REVIEW</b> the Equal Opportunities Policy e) To <b>REVIEW</b> the Home Working Policy & Assessment f) To <b>REVIEW</b> the Sharps Procedure
6)	<b>Date of next meeting</b> a) To <b>AGREE</b> a date for the next meeting.
7)	<b>Exclusion of public and press</b> <b>RESOLVE</b> to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the following items.
8)	To <b>REVIEW</b> a request for flexible working and consider having a flexible working policy.
9)	<b>Close of Meeting</b>