

**A meeting of the [Employment Committee](#) will take place on
Thursday 8 March 2017 at 7.00 pm in the Town Hall.**

AGENDA

1. **NOTICE OF MEETING**
Public notice of the meeting has been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.
2. **APOLOGIES FOR ABSENCE**
Apologies for absence to be received and agreed.
3. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**
4. **MINUTES FROM THE MEETING HELD ON 25 SEPTEMBER 2017**
To approve the minutes from the meeting held on 25 September 2017.
5. **COMMITTEE MEMBERSHIP**
 - a. To consider increasing number of committee members from 4 to 5 to improve likelihood of being quorate
6. **LIBRARY OPENING TIMES**
 - a. To consider the results of the consultation and on library opening times from Library Trustees and associated costs and agree any changes
7. **SICKNESS / HOLIDAY / ABSENCE DATA - SUMMARY**
 - a. To receive an outline summary of attendance data for all staff for the period since the last meeting.
8. **TRAINING**
 - a. To review training:
 - i. Delivered and recorded.
 - ii. Planned – to include General Data Protection Regulations

9. APPRAISALS

- a. Update.

10. SKILLS AUDIT FOR NEW COUNCILLORS

11. EXCLUSION OF THE PRESS AND PUBLIC

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting to deal with items of a confidential nature.

12. SICKNESS ABSENCE /DETAILS

- a. To review detail of sickness absence and agree action as necessary.

Reserved matters - EMPLOYMENT COMMITTEE ONLY

The next meeting of the Employment Committee will take place on 4 June 2018.