

# Compton Parish Council

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## Meeting of the Personnel Committee

I hereby give you Notice that the next meeting of the Personnel Committee is to be held on

**Tuesday 29<sup>th</sup> January 2019 at 7.00pm**

**In the Welstead Room, Village Hall, Burrell Road, Compton**

**and all Members of the Committee are hereby summoned to attend.**

Dr. Sarah Marshman

Clerk to the Council

Dated: 22<sup>nd</sup> January 2019

### AGENDA

1. To elect a chairman for the Personnel Committee
2. To receive apologies for absence
3. To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation
4. To receive: Questions or comments from members of the public  
Representations from any member who has declared a pecuniary interest
5. To review the terms of reference for the Personnel Committee
6. To consider adopting a health and safety policy
7. To consider adopting an equality policy
8. To consider adopting a home working policy
9. To consider adopting a lone working policy
10. To consider adopting a revised job description for the Clerk
11. Under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) "that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted at Agenda Item 12, Namely 'to consider the Clerk's salary', it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.
12. To consider the Clerk's salary