

# Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,  
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22<sup>nd</sup> January 2021

Dear Councillors,

A Personnel Committee meeting has been arranged for Wednesday 27<sup>th</sup> January 2021 at 7.00 pm via Zoom.

Yours sincerely,

*V. Oliveri*

Mrs. V. Oliveri  
Parish Clerk

## **AGENDA**

1. Apologies for absence.
2. Declarations of Interest.
3. Staff Appraisal update – a way forward via Zoom.
4. Storage of meeting notes and zoom recordings.
5. Training courses for Clerk, Assistant Clerk, Finance Officer and Parish Councillors.
6. Review Clerk's Annual Events Calendar.
7. Date of Next Meeting – date to be confirmed.