



## **YAXLEY PARISH COUNCIL**

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To: All Members of the Personnel Committee

19<sup>th</sup> September 2017

Sir/Madam

You are hereby summoned to attend a Meeting of the **Personnel Committee** of the Yaxley Parish Council to be held on **Tuesday 19<sup>th</sup> September** after a meeting of the **Property Committee** expected start time of **8.00pm** in the **Council Chambers**.

*H. Taylor*

**Helen Taylor**  
On behalf of Yaxley Parish Council

**THE PUBLIC AND PRESS ARE ALWAYS WELCOME**

### **AGENDA**

- PER12. APOLOGIES**  
To receive and accept apologies for absence.
- PER13. MEMBERS DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**  
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- PER14. MINUTES**  
To approve as a correct record the Minutes of the Meeting of the Personnel Committee held on 20<sup>th</sup> June 2017 (attached).
- PER15. PUBLIC PARTICIPATION**  
A maximum of 15 minutes is permitted for member of the public to address the Council.
- PER16. TRAINING**  
To note a report by the Clerk on staff training – attached.

- PER17. CHRISTMAS AND NEW YEAR OPENING HOURS**  
To confirm the Christmas opening hours for the office.
- PER18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - EXCLUSION OF PRESS AND PUBLIC**  
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.
- PER19. STAFFING UPDATE**  
To receive a verbal update from the Clerk at the meeting.
- PER20. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**  
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**Cut off time for the meeting is 21.30**