

**NOTICE OF PERSONNEL COMMITTEE MEETING**

Members are duly summoned to attend

MONDAY 8 JUNE 2026, LAYER VILLAGE HALL, 19:15

Chair of Personnel Committee – Cllr Mrs. C Chambers

AGENDA**P2526/049 APOLOGIES**

- a. **RECEIVE** apologies for absence - *received in writing by the clerk prior to the meeting*
- b. **NOTE** decisions to accept apologies for absence.

P2526/050 DECLARATIONS OF INTEREST

- a. **RECEIVE** declarations of interest relating to the agenda.
- b. **NOTE** decisions of requests for dispensation relating to the agenda.

P2526/051 MINUTES - APPROVE minutes (previously circulated) as a true record - *for signature by the chair*

P2526/052 PERSONNEL MATTERS - RESOLVE pursuant to s1(2) Public Bodies Act 1960 for the public and press to leave the meeting due to the confidential nature of the business to be transacted.

P2526/053 REVIEW Clerk & RFO - discuss then formulate any resolution deemed necessary, along with any further actions:

- Performance and needs
- Hours worked and holiday hours used last FY/remaining – review

P2526/054 Review of Personnel Committee – discuss then formulate any resolution deemed necessary, along with any further actions

P2526/055 RECEIVE update on historic personnel issues, discuss then formulate any resolution deemed necessary, along with any further actions

P2526/056 NEXT MEETING – 14th September 2026 at 19:15

Close of meeting