



Howden Town Council

Dear Councillors

You are hereby summoned to attend the next meeting of the Personnel and Grievance Committee to be held on Tuesday November 1st 2022 at **6.30pm** at the Howden Town Council Offices, 17 Bridgegate, Howden, DN14 7AE.

Yours faithfully

Sarah Boggitt

Clerk and Responsible Finance Officer

(26-10-2022)

AGENDA

2022-29-PG: Apologies for absence – to receive and accept.

2022-30-PG: Declaration of Interest –

2022-30.1-PG Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

2022-30.2-PG For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

2022-31-PG: Minutes of the meeting held Tuesday August 2nd 2022 to agree and approve as a true record. (Attached)

2022-32-PG: Confirmation of SLCC Award. To receive confirmation the Clerk is the recipient of an SLCC Annual Award.

2022-33-PG: Correspondence.

2022-34-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to exclude members of the public and press due to the confidential nature of the following agenda items.

2022-35-PG: Staff Appraisals and Outcomes. To receive a report from the Clerk and make any recommendations to Council.

2022-36-PG: Clerk Appraisal and Outcomes. To receive a report from the Chair and make any recommendations to Council.

2022-37-PG: Sick Pay/Annual Leave. To agree change from annual leave hours to sickness absence.

2022-38-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to allow members of the public and press.

2022-39-PG: Items for next agenda.



2022-40-PG: Date of Next Meeting: TBC.