

WORTH

Parish Council

Council Offices

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To: Members of the Human Resources Committee

Notice of Meeting

You are summoned to a Human Resources Committee meeting of Worth Parish Council to be held at **11am** on **Friday 25th April 2025** in the South Room of the Parish Hub, Borers Arms Rd, Copthorne when the following business will be considered and transacted.

L Bannister

CHIEF OFFICER TO THE COUNCIL

AGENDA

Due to the Confidential nature of the business of this Committee, this meeting is not open to the public.

1. **Apologies** – to note and accept apologies for absence
2. **Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors
3. **Minutes** – to approve the Confidential Minutes of the HR Committee meeting held on 15th January 2025
4. **Staff Handbook** – to consider the draft policies
5. **Appraisals** – to consider the appraisal process
6. **Risk Assessment** – to note the risk assessment for the grounds team
7. **Staffing matters** – to discuss current and future staffing issues
8. **Date of the next meeting** - to be confirmed