

Burwash Parish Council

HR Committee Notice

Members are hereby summoned, and notice is given that a meeting of the HR Committee of the Parish Council will be held at 11.00 on Monday 6th June 2022 when it is proposed to transact the following business. Please note that this meeting will not be recorded.

Emma Neil

23rd May 2022

Emma Neil: Clerk/RFO to Burwash Parish Council.

Tel: 07943 848430 Email: parishclerk@burwashpc.org.uk

Address: Burwash Parish Council, Parish Office, High Street, TN19 7EU

A G E N D A

For Information Only: For information on attendance at this meeting please contact the Clerk on

parishclerk@burwashpc.org.uk

1. Members of the Press and Public.

Councillors are requested to RESOLVE to use the power to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960.

2. Apologies for Absence

3. Disclosures of Interest

To receive any disclosures by Members of personal interests in matters on the agenda, the nature of any such interest and whether the Member regards the interest as a disclosable pecuniary interest under the terms of the Code of Conduct.

4. Administrative Officer Role.

Committee to discuss the recruitment of an administrator, hours, salary, etc and RESOLVE to recommend a proposal to Full Council.

5. Office Hours.

Committee to discuss the office hours and how they are working and RESOLVE to recommend a proposal to Full Council.

6. Information for noting on a future agenda.

7. Date of next meeting.

ENDS