



HYTHE AND DIBDEN PARISH COUNCIL

The Grove, 25 St. John's Street, Hythe, Hampshire SO45 6BZ

Serving the communities of Dibden, Dibden Purlieu and Hythe

To: Members of the Personnel Committee

Mr J Binns (ex officio)
 Mr E Davey (Chairman)
 Mr C Harrison
 Mrs M McLean (ex officio)
 Mr M Short
 Mr M Wade

Remainder of Council – for information

9th November, 2016

Members of the Personnel Committee

You are hereby summoned to attend the Personnel Committee meeting to be held in The Council Chamber, The Grove, 25 St. John's Street, Hythe on Tuesday 15th November, 2016 at 6.00pm.

Yours faithfully

Stephanie Bennett

Stephanie Bennett
 Clerk to the Council

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
- b. To receive any written requests for dispensations for disclosable pecuniary interests;
- c. To grant any requests for dispensation as appropriate

3 MINUTES

To consider and confirm the Minutes of the Meeting of the Personnel Committee held on 20th October, 2016

3-4

4 EXCLUSION OF THE PRESS AND PUBLIC.

It is proposed that the Press and Public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 Schedule 12 of the Local Government Act 1972.

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| 5 | WORKFORCE BUDGET
a. To receive the report of the Clerk to the Council and the recommendations within
b. To agree the workforce budget for 2017 – 2018 | 5-7 |
| 6 | PERSONAL DEVELOPMENT INTERVIEWS
To consider the report of the Clerk to the Council | To be forwarded |
| 7 | WELFARE
To receive the letter of the Society of Local Council Clerks and consider the actions to be taken | 8 |
| 8 | COMPLAINT AND GRIEVANCE
Chairman of Council to update the Group on the Grievances and Complaints received and the actions being undertaken | |
| 9 | DYNAMIC RISK ASSESSMENT
Clerk to report on the performance and learning points of the dynamic risk assessment | |