



Tickton & Routh
Parish Council
Working and Playing Together

C/o Three Gables
260 Hull Bridge Road
Tickton
HU17 9RT
Mobile: 07563 155 095
Email: info@ticktonandrouth.org.uk
Website: www.ticktonandrouth.org.uk

Dear Personnel Committee Councillors

You are hereby summoned to the **PERSONNEL COMMITTEE** Meeting of Tickton and Routh Parish Council which will be held in the Small Room, Tickton Village Hall on **Monday, 18 November 2024 at 7:10pm.**

PUBLIC FORUM

Members of the public may make recommendations about matters to be discussed at the meeting or other items of public interest.

AGENDA

1. **APOLOGIES** - To receive apologies for absence
2. **DECLARATION OF INTEREST** – The Parish Councils (Model Code of Conduct)
To record any declarations of interest by any Member in respect of items for discussion on this agenda. Members declaring interests should identify the agenda item and type of interest being declared.
3. **MINUTES**
To approve the minutes of the Personnel Committee meeting held on 21 October 2024.
4. **PRIVATE SESSION (PART II)** - To consider resolving to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) for the next item(s) on the agenda as it relates to confidential or staffing matters.
5. **ANNUAL APPRAISALS** – To receive update from Cllr Oliver and agree any recommendation to full council.
6. **SEXUAL HARASSMENT IN THE WORKPLACE POLICY & PROCEDURE** – To agree to defer and to note at the full council meeting.
7. **PERFORMANCE REVIEW** - To consider the Clerks performance in line with Contract (Clause 5. II.) and to inform agenda item 8.
8. **REVIEW OF EMPLOYEE SALARIES 2024/25** - To consider and agree recommended changes for approval by the Parish Council in preparation for preparing the budget.
9. **DATE OF NEXT MEETING(s)**: The Personnel Committee Meeting will be held at 7:00pm, Monday, 9 December 2024 in Tickton Village Hall.

Michelle Middleton

Michelle Middleton (Clerk to the Council)

Dated: 13 October 2024