**MARTHAM PARISH COUNCIL**

**PERSONNEL COMMITTEE MEETING**

Wednesday 24th August 2016

In the Community Centre, Playingfield Lane, Martham at 7.30pm

Members of the Personnel committee are Councillors; Bradford, Johnson, Sutton and Watson.

You are hereby invited to attend the Personnel Committee meeting at the above venue on the date shown.

Parish Clerk

19th August 2016

**AGENDA**

1. Apologies for absence.
2. Declarations and dispensations for any items on the agenda.
3. To approve the minutes of the Personnel meeting held on 14th October 2015.
4. Appraisals:

5.1 To review current arrangements. Cllr Sutton.

1. Time Sheets:

5.1 To consider implementing. Cllr Sutton.

1. To review Grievance Policy, Disciplinary Procedure and Training Policy.
2. Items for next agenda.

To consider excluding the press and public due to the confidential nature of the discussions.

1. Staffing Matters.