



Notice of Plaistow and Ifold Parish Council's HR Committee Meeting

To: All Members of the Parish Council's HR Committee I hereby give you notice that a Meeting of Plaistow and Ifold Parish Council's HR Committee will be held on **Tuesday 22nd October** at **7.30 Winterton Hall, Plaistow**

Dated 11th October 2024

Yours faithfully

J Bromley

Jane Bromley

Clerk & RFO to the Council

MEETING AGENDA

Number	Item	Time
1.	Apologies for absence & housekeeping* Recommendation: - To receive apologies for absence.	1 min
2.	Disclosure of interests Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Plaistow and Ifold Parish Council Code of Conduct and the Localism Act 2011 , Chapter 7 ss.26 – 37 in relation to matters on the agenda.	2 mins
3.	Minutes Recommendation: - To approve the Minutes and Confidential of the HR Committee meeting held on 9th April 2024 and resolve to sign via Secured Signing in accordance with Standing Order 12(g).	1 min
4.	Exclusion of Press and Public Recommendation: - To resolve to exclude the Press and Public from the meeting during the consideration of item 7, in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that it may involve the likely disclosure of exempt information.	1 min
5.	Clerk and RFO Annual Appraisal Recommendation: - To review and complete the Clerk's Employee Appraisal and Development Form.	30 mins
6.	Meeting reconvened.	
7.	Date of next meeting.	