

Copied to all Members for information

RINGMER PARISH COUNCIL
To all Members of the Personnel Sub- Committee you are hereby summoned to the
Personnel Sub-Committee Meeting
To be held on
Tuesday 10th March 2020
12.00p.m.
Rogers Room, Ringmer Village Hall

Meeting called by: K A Crowhurst - Clerk to the Council

Signed: K A Crowhurst

Meeting called 3rd March 2020

The Chairman may at his discretion and at a convenient time in the transaction of business, adjourn the meeting so as to allow any members of the public to address the meeting in relation to an agenda item.

Agenda Items

1. **ELECTION OF CHAIRMAN**
2. **TO RECEIVE APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS**
4. **PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA**
This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes
5. **STAFFING MATTERS – *Exclusion of the press and members of the public***
 - a) Appraisals
 - b) Lone Working
 - c) Annual Increment and spinal column increase
 - d) Stress in the Workplace
 - e) Review of resources
6. **POLICIES FOR APPROVAL AND ADOPTION TO BE AGREED BY COUNCIL**
 - a) Dignity at work Bullying/Harassment Policy
 - b) Vexatious Complaints Policy
7. **HEALTH AND SAFETY POLICY – to review the existing policy**
8. **RISK MANAGEMENT – To identify any risks regarding staff and the office**
9. **DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON THE AGENDA**
10. **CLOSE OF MEETING**