

# Ringmer Parish Council

To: Members of the Personnel Sub-Committee  
 You are hereby summoned to attend the Meeting  
 on Thursday 3<sup>rd</sup> Feb 2022 at 17:00  
 in the Parish Rooms

## Personnel Sub-Committee Meeting Agenda

Invited to Attend: Cllr Sims, Cllr Phillips, Cllr May, Cllr Barber

Signed: Abbe Charlesworth - Clerk to Ringmer Parish Council  
 ( 01273) 813242 / [clerk@ringmerparishcouncil.gov.uk](mailto:clerk@ringmerparishcouncil.gov.uk)

Meeting called 28<sup>th</sup> January 2022

Item	Agenda Item	Act
1.	To receive apologies for absence	
2.	Declarations Of Members' Interests and Dispensation Requests	
3.	To accept the minutes from the Personnel Sub-Committee meeting held on 21 <sup>st</sup> October 2021	
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.	If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'	
6.	To receive an update and consider further action(s) required on the ACAS Early Conciliation Claim Case R173992/21 - Crowhurst v Ringmer Parish Council	
9.	To update, review and agree any actions on the external HR Report	
10.	Staffing Matters	
10.1	To receive an update on the new staffing arrangements	
10.2	To consider any job-related training	
10.3	To formally agree issued employment contract	
10.4	To consider staff pay/pension	
11.	Date of next meeting and items for inclusion on the agenda	
12.	Close of Meeting	