

## YAXHAM PARISH COUNCIL

To all Councillors

**A meeting of the Parish Council's Staffing Committee will be held on Thursday 28<sup>th</sup> June 2018 at 6.00pm in the Jubilee Park Meeting Room, to transact the business set out in the Agenda below, and you are summoned to attend.**

Please notify the Clerk if you are unable to attend.

*Mrs Melanie Eversfield*  
Parish Clerk, 22.06.2018

### AGENDA

1. Chairman's Opening Remarks.
2. To receive and accept apologies for absence.
3. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
4. To consider adoption of the following policies: -
  - Dignity at Work, Bullying and Harassment
  - Disability Discrimination
  - Disciplinary and Grievance
  - Health and Safety
  - Lone Working
  - Recruitment
  - Staff Training
5. To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item 6 on the grounds that it could involve the likely disclosure of private and confidential information.
6. To consider options for cover when Clerk is on maternity leave.
7. To note items for the next meeting agenda and to note date of next meeting as Thursday 26<sup>th</sup> July 2018 at 7.00pm.