

OAKINGTON & WESTWICK PARISH COUNCIL

Notice of Meeting	Oakington & Westwick Parish Council – Personnel Committee
Date / Time	Tuesday 21 June 2022 at 6pm
Venue	Oakington Sports Pavilion, Queens Way, Oakington

All members of the Personnel Committee are hereby summoned to attend the meeting for the purposes of considering and resolving the business to be transacted at the meeting, as set out below.



Laura Lawrence – Clerk
15 June 2022

Agenda

Item			Time
22-23 P1	To elect a Chair of the Personnel Committee for 2022/23	For decision	1
22-23 P2	To receive and approve apologies for absence	For decision	1
22-23 P3	To receive declarations of interest & dispensations - To receive declarations of pecuniary interest from Councillors on items on the agenda - To receive any requests for dispensations and grant any as appropriate.	For decision	1
22-23 P4	To elect two members to undertake the Clerk's annual appraisal and to set a date.	For decision	5
22-23 P5	To review the following policies: <ul style="list-style-type: none">• Equality & Diversity policy• Health & Safety policy• Disciplinary procedure• Grievance procedure	For decision	10
22-23 P6	To adopt the following policies: <ul style="list-style-type: none">• Lone working policy• Dignity at work/Bullying & Harassment policy• Volunteer policy	For decision	10
22-23 P7	To agree the date for the next Personnel Committee meeting	For decision	1