

CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of the **Human Resources Committee**
You are hereby summoned to attend a meeting in the Queen's Hall
at **8.15pm on Thursday 23rd July 2020**
to transact the following business:

To join this meeting please use the following Zoom link:

<https://us02web.zoom.us/j/4992702675>

Meeting ID: 499 270 2675 Password: 321456

Public Question Time: Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for **ten minutes** prior to the commencement of business.

AGENDA

- HR003 To receive apologies for absence.
- HR004 To receive declarations of interest from Members in respect of any matter on the agenda. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it.
- HR005 To review and recommend approval of the updated Scheme of Delegation (attached).
- HR006 To consider forming an HR working party.
- HR007 Confidential Business: Staff Matters
To consider whether to resolve to exclude the press, broadcast media and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted.
- i) To receive a report on staffing matters.
 - ii) To review proposed pay increases for staff.
 - iii) To consider increasing the Clerk's hours from 25 to 28 hours per week.
- HR008 To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent. **Such matters will be for noting only or deferral to a future meeting only.**

Sam Heynes

Clerk to the Parish Council, 17 July 2020