



CRANLEIGH PARISH COUNCIL

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21 February 2019

NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE

Members of the Personnel Committee are respectfully summoned to a Meeting to be held on **Thursday 28 February 2019 at 6.00p.m.** in the Council Chamber, Village Way, Cranleigh.

Beverley Bell FSLCC
PARISH CLERK

To:- The Personnel Committee

Cllr R Burbridge
Cllr R Cole
Cllr B Freeston
Cllr A Richardson
Cllr R Tyler

AGENDA

1. **APOLOGIES FOR ABSENCE**
Recommendation: To accept apologies and reasons for absence.
2. **DECLARATION OF INTERESTS**
Recommendation: To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.
3. **PERSONNEL COMMITTEE MINUTES**
Recommendation: The Committee to approve and the Chairman to sign as a correct record, the Minutes of the Personnel Committee Meeting held on 07 February 2019.
4. **CHAIRMAN'S REPORT**
Recommendation: To note the report.
5. **PUBLIC SESSION**
Recommendation: To note any comments by members of the public.

6. STAFF HANDBOOK

To receive a report from Cllrs R Cole and A Richardson on the updated Staff Handbook

Recommendation:

- **To recommend the updated Staff Handbook to the Council for adoption.**

7. PENSION

To consider investigating alternative pension schemes.

Recommendation:

- **To consider seeking quotations for independent financial advice.**

8. STAFF MATTERS

Recommendation:-

- **To exclude members of the press and public – reason staff in confidence.**
- **To consider the NALC/SLCC National Salary Award 2019/20 for admin staff and the IOG National Salary Framework 2019 for grounds staff for 01 April 2019, and make a recommendation to the Council.**

9. DATE OF NEXT MEETING

Thursday 01 May 2019

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleigh-pc.gov.uk

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.