



28th March 2024

To: Cllr K Elvin, Cllr J Glover (Chairman), Cllr C Graham, Cllr M Pierce.

A meeting of the HR committee will be held at the Jubilee Room, Braywood Memorial Hall on Wednesday 10th April 2024 at 4:00pm for which your attendance is requested.

Yours faithfully,

Esther Cope

Ms. Esther Cope,
Clerk to the Council

Agenda

HR 029/2023 To note apologies for absence

HR 030/2023 Approval of the minutes of the meeting held on 15th December 2023

HR 031/2023 To consider the requirement for additional Committee members

HR 032/2023 Review the Clerk's annual appraisal

032.001 Review the job evaluation sheet for the Clerk as requested by Cllr Pierce

HR 033/2023 Review the Deputy Clerk's annual appraisal

HR 034/2023 Review the Clerks' Assistant's annual appraisal

HR 035/2023 Clerk's briefing

HR 036/2023 To review HR policies for approval by Main Council

- Anti-Harassment & Bullying Policy
- Disciplinary & Grievance Procedures
- Employers Pension Policy Statement
- Equality & Diversity Policy
- Lone Working Policy
- Staff Appraisal Policy
- Sickness Policy

HR 037/2023 To review the HR budget for year-end FY 2023/24

HR 038/2023 To receive information on the Local Government Pay Claim FY 2024/25

HR 039/2024 Councillor training budget review FY2024/25

HR 040/2023 To review the HR budget FY 2024/25

Date of next meeting Date TBC