



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey
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Dear Councillors:

You are hereby summoned to attend the next meeting of the Personnel Committee which will be held on **Monday 14th April 2025** at **7.00pm** in the Community Information Point, Gore Road, Rayne for the purpose of transacting the following business.

Councillors: M Eldred, H. Lugger, C Murton, T Rippingale (Chair)

Hazel Godfrey

Mrs Hazel Godfrey, Clerk

8th April 2025

AGENDA NO.	BUSINESS	DECISION
25/001/P	APOLOGIES	Resolution
	To receive, and consider for approval, apologies for absence and reasons given. Members are reminded that LGA1972, s85, states that apologies for absence must be received prior to a meeting.	
25/002/P	DECLARATION OF INTERESTS	Information
	To declare any disclosable pecuniary, pecuniary or non-pecuniary interests relating to items on the agenda and having taken appropriate advice (where necessary). Members are reminded to declare any interest on this agenda at this point or at any point during the meeting in accordance with Rayne Parish Council Code of Conduct.	
25/003/P	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 17TH JUNE 2024	Resolution
	To agree and sign the minutes of the previous Personnel Committee meeting.	
25/004/P	PUBLIC FORUM	Information

	A period of 15 minutes to hear public questions and comments. There will be a time limit of 3 minutes per person to make a statement or ask a question at the discretion of the Chair.	
25/005/P	POLICIES	
25/005/P.1	To review and agree the Personnel Terms of Reference.	Resolution
25/005/P.2	To review and agree the Recruitment policy.	Resolution
25/005/P.3	To review and agree the Training policy.	Resolution
25/006/P	GROUNDSMEN UPDATE	Information
25/006/P.1	To receive update on current groundsmen issues and progress against them.	
25/006/P.2	To review training requirements	Resolution
25/007/P	PRIVATE SESSION	
	<i>To agree the exclusion of the public and press for the consideration of the following item by reason of the confidential nature of the item of business to be transacted in accordance with Section 1(2) of the Public Bodies (Admissions to Meetings) Act:</i>	
25/007/P.1	APPRAISALS	Resolution
	To receive an update on appraisals completed for Groundsmen and agree hourly rate increase.	
25/007/P.2	To receive an update on appraisal completed for Clerk and agree hourly rate increase.	
25/008/P	ITEMS FOR FUTURE MEETINGS	Information
25/009/P	DATE OF NEXT MEETING	Information
25/010/P	CLOSE	