

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

1st March 2018.

To Members of the Staffing Committee

Councillors Liz Burns, Stephen Giles-Medhurst (Chairman), Brenda Kersey, Jane Lay, David Major, & Owen Roe.

The next meeting of the Staffing Committee will be held at the above address on Wednesday 7th March 2018 at 9:00 am when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **To confirm the Minutes of the Meeting held on 6th December 2017.**
5. **Bullying & Harassment Policy**
To consider the first draft of the above. (enclosed)
6. **Sickness & Absence Policy**
To consider the report from the Clerk. (Clerk's report item 1.)
7. **Grounds Apprentice**
To consider the report from the Clerk. (Clerk's report item 2)
8. **Exclusion of the Press and Public (Part II)**
As the following items will consider matters related to the employment of staff a resolution to exclude the press and public may be required, under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100 & 102.
9. **Office Staffing**
To receive an update from the Clerk on the discussion held at the previous meeting of this committee. (min. 278.)
10. **Annual Leave**
To consider a request from the Clerk. (Clerks report PII item 1.)