

MAGOR WITH UNDY COMMUNITY COUNCIL

Tel: 01633 882 842 e-mail admin@magorundy.co.uk web: www.magorundy.org.uk

Dear Councillor

You are hereby summoned to attend the Human Resources (HR) Committee Meeting of Magor with Undy Community Council to be held in **Undy Church & Community Hall** on **Monday 3rd February 2020 at 5.00pm** for the purpose of transacting the following business:

Councillors are reminded that they attend this meeting under the provisions of the Community Council's Code of Conduct.



Beverly Cawley
Clerk to the Council

29th January 2020

AGENDA

1 Chair's Announcements

To receive and accept apologies for absence from Councillors

2 Declarations of interest in items on the agenda – Forms to be completed

3 To Resolve - Exclusion of Press and Public - by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

4 Staff Appraisals

4.1 To discuss feedback from the Chair re: Clerk's appraisal and agree any actions

4.2 To discuss feedback from the Clerk re: staff appraisals and agree any actions

5 Staff Training

5.1 To consider Certificate in Local Council Administration (CILCA) for Clerk and Admin Assistant

6 Litter Pickers

6.1 a) To review current litter picker contracts and pay scales and agree any actions

b) To consider additional litter picking arrangements and agree any actions

To: Cllrs S Raggett (Chair), S Bailey, M Bisi, G Cook, F Taylor, K Plow and J Wilson