

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE MEETING of the Staffing Committee
to be held in the Meeting Room of the Memorial Hall on Monday 16 October 2017 at **7.30pm**

Laurie Eagling, Clerk to the Council
9 Warwick Road, Pitstone, LU7 9FE
Tel: 01296 660791

Signed _____
Date: 10 October 2017

A G E N D A

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and press will be excluded from this meeting due to the confidential/sensitive nature of the business.

1. **ATTENDANCE AND APOLOGIES**
2. **TO NOTE DECLARATIONS OF INTEREST AND CONSIDER DISPENSATION REQUESTS**
from councillors on matters to be considered at the meeting
3. **MINUTES** - To resolve that the minutes of the staffing committee meeting held on 3 April 2017 be signed as a correct record
4. **CLERK'S REPORT** – to note receipt
5. **VOLUNTEER/STAFF EVENT/ACTIVITY** – to determine arrangements/audience etc
6. **UNDERTAKE ANNUAL REVIEW OF SALARY BUDGETS**
7. **NOTE 2018 AMENDMENT TO AUTO ENROLEMENT PENSION LIABILITIES**
8. **NOTE UPDATE ON PPE CLOTHING**
9. **DETERMINE ARRANGEMENTS FOR COVER DURING ANNUAL LEAVE BY EMPLOYEES**
10. **OVERTIME** – consider/approve any overtime payment to clerk
11. **DETERMINE MATTERS FOR REFERRAL TO FULL COUNCIL**