



Upton Parish Council

CLERK: Mrs Gill Wells

Telephone:- 07703 755 469

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Councillors Pape; Duly; Ingram & Chauhan - As a Member of the Human Resources Committee, you are hereby summoned to attend a meeting of the Human Resources Committee which will be held in the **Ash Room, Berrywood Hospital, Northampton, Monday 19th March 2018 at 7.00pm.**

In view of the confidential nature of some of the items for discussion, a formal resolution will be considered to exclude the press and public from items during this meeting, pursuant to the Public Bodies (Admission to meetings) Act, 1960.

Gill Wells 14th March 2018

<u>Item No.</u>	<u>OPENING PROCEDURES</u>
HR 17/14	PUBLIC PARTICIPATION – Members of the Public are invited to address the Committee, on Agenda items only, for a maximum of 3 minutes (total time for item 15 minutes).
HR 17/15	APOLOGIES – Members are asked to formally accept apologies received and the reasons given.
HR 17/16	DECLARATIONS OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012 – Members are asked to declare any pecuniary or prejudicial interests pertaining to items on the agenda.
HR 17/17	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council are asked to formally decide whether to grant any such requests.
HR 17/18	TO APPROVE MINUTES OF THE MEETING HELD ON 31 ST JULY 2017.
HR 17/19	MATTERS ARISING FROM THE MINUTES 31 ST JULY 2017.
<u>Item No.</u>	<u>POLICIES & PROCEDURES</u>
HR 17/20	REVIEW OF TERMS OF REFERENCE.
HR 17/21	REVIEW OF POLICIES / PROCEDURES & FURTHER REQUIREMENTS – Grievance Policy; Disciplinary Policy; Dignity at Work Policy; Controlled Communications Protocol; Lone Working Policy; Sickness & Absence Policy; Health & Safety Policy; Equal Opportunities Policy. Recruitment Policy to be considered.
HR 17/22	STANDARDS & BEHAVIOUR - THE CODE OF CONDUCT & COMPLIANCE.
HR 17/23	GENERAL DATA PROTECTION REGULATIONS & HR MATTERS.
<u>Item No.</u>	<u>STAFFING / MEMBERS & PERSONNEL ISSUES</u>
HR 17/24	TO RECEIVE A REPORT REGARDING STAFFING MATTERS.
<u>Item No.</u>	<u>CLOSING PROCEDURES</u>
HR 17/25	ITEMS FOR THE NEXT HUMAN RESOURCES COMMITTEE.
HR 17/26	DATE OF NEXT MEETING:- As required.