



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking BS24 8AR
Telephone: 01934 820786 Email: clerk@lockingparishcouncil.co.uk

Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council:

Dear Councillors

The first **Meeting of Locking Parish Council's Finance and Human Resources Committee**, will be held on **Thursday 17th February 2022, Locking Parish Hall** commencing at **7.00pm** to which you are summoned to attend.

The following business to be transacted

Dawn Tremlett

Mrs Dawn Tremlett
Parish Council Clerk
10 February 2022

AGENDA

MATTERS FOR DECISION

- 1) To Elect a Chairman
- 2) To Elect a Vice-Chairman
- 3) To receive Apologies for absence and to approve reasons where appropriate.
- 4) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.

PUBLIC PARTICIPATION

- 5) To receive and hear any person who wishes to address the Council, upon prior notice being received (*The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).*)

MATTERS FOR DECISION

- 6) Minutes:
 - a) To receive and confirm the Minutes of the Finance Committee meeting held on 30 March 2021
 - b) To receive and confirm the Minutes of the Human Resources Committee meeting held on 2 December 2021

7) Performance Management:

- a) Professional/Personal Development Objectives setting for the Clerk – to appoint a member to conduct annual appraisal and line Manager/Supervisor

8) Items for next Agenda:

(Please note that the Council is unable to make any formal decisions under this item).

Exclusion of press and public.

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

8) Matters relating to Staff

The next meeting of Locking Parish Council's Finance & Human Resources Committee TBC.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.