



LOOSE PARISH COUNCIL

CLERK: Kim Owen

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Dated 1st October 2019

**A Meeting of the Loose Parish Council
Human Resources Board Committee
will be held at the Loose Parish Pavilion, King George V Playing Field on
Monday the 7th October 2019 at 7.45pm**

**THIS MEETING WILL BE HELD IN PRIVATE DUE TO THE CONFIDENTIAL
NATURE OF THE BUSINESS TO BE DISCUSSED.**

Kim Owen (Clerk)

AGENDA

1. To receive and record any apologies for absence.
2. To receive any declarations of pecuniary interest on items in the agenda, in accordance with the NALC Model Code of Conduct for Parish Councils (pursuant to section 27 of the Localism Act 2011). In addition, any declaration of personal or prejudicial interest. *(as agreed by LPC 21st Jan 13)*.
3. To receive any signed dispensation requests for any item on this agenda, and for Councillors to approve/disapprove as appropriate and to agree the reason for the dispensation if approved. (see dispensation form.) This follows the agreement made by the LPC at the meeting held on the 17th July 2017.
4. To agree and to sign as a correct record the minutes of the meeting held on the 29th July 2019
5. To receive any matters as raised by members of staff and to discuss as relevant. (ongoing agenda item).
6. To receive any notes regarding staffing issues, and to comment as appropriate.
7. To discuss the following and to make any recommendations as felt relevant and in line with standing orders and terms of reference:
 - a) Pay scales/increments for all staff for 20/21 to include Caretaker's pay & pay for cover of the Caretaker's duties
 - b) Room allowances 20/21
 - c) Travel allowances 20/21
 - d) Phone usage allowances 20/21
 - e) Pension arrangements for 20/21
8. To receive copies of staff appraisals and to make any comments as felt relevant.
9. To consider any matters of any risk to the LPC, and to take forward as appropriate (ongoing agenda item).
10. Any other matters - Info Only
11. Next meeting to be advised