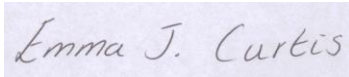


## MILBORNE PORT PARISH COUNCIL

**To: All members of the HR Committee**

You are reminded that all members of the **HR Committee** are summoned to the HR Committee meeting to be held on **Tuesday 20th February 2018** at approx. 7.30pm following the Finance Committee meeting at the Town Hall.



Emma Curtis  
Clerk to Milborne Port Parish Council

### AGENDA

#### **Public Question Time**

1. Election of Chairman for the remainder of the 2017-2018 year
2. Apologies for Absence
3. Declarations of Interest
4. Confirm the minutes of the last HR Committee Meeting held on **Tuesday 15<sup>th</sup> August 2017**
5. Exclusion of Public and Press (Public Bodies Admission to Meetings Act 1960) to exclude the public and press for the remainder of agenda items due to their confidential nature (HR Matters)
6. Confirm date for Clerks annual appraisal and appraisal team
7. Review Handyman's contract, work tasks and responsibilities (Papers attached)
8. Confirm the date of the next HR Committee meeting as **Tuesday 15<sup>th</sup> May 2018**.

If any person who wishes to attend the meeting has mobility issues, please let the Clerk know prior to the meeting and we will endeavour to relocate to a more suitable meeting space.

Emma Curtis, Parish Clerk: Tel: 01963 251268 Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)