



PARISH OF GROBY NOTICE OF MEETING

I hereby give notice that a meeting of the **Staffing Committee** of the above-named Parish will be held at the **Parish Council Office, Leicester Road, Groby** on

Monday 10th March 2025 at 4 p.m.

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

A handwritten signature in dark ink, appearing to read 'Sue Hackett'.

Sue Hackett
Clerk to the Council

Dated: 5th March 2025

AGENDA

- 1. To receive apologies for absence and to record absences**
- 2. To receive any declaration of interests to any matter pertaining to the agenda**
- 3. To approve the minutes of the meeting held on 14th November 2024**
- 4. To review Policies and Procedures:**
 - i. Staff Handbook
 - ii. Absence Policy
 - iii. TOIL Policy
- 5. To resolve to move into Closed Session to exclude members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to consideration of staffing matters**
- 6. Staffing Matters**
 - i. To receive an update on Staff Appraisals
 - ii. To consider a Staffing Matter
- 7. Date and time of next meeting**