

**Councillors are hereby summoned to attend the
STAFFING COMMITTEE MEETING of PORTREATH PARISH COUNCIL
on Monday 16th June 2025, to be held at Mary's Church Hall, 7:15pm**

A G E N D A

- 1. To Appoint a Chairman for the Staffing Committee for the year 25/26**
- 2. To Appoint a Vice Chairman for the Staffing Committee for the year 25/26**
- 3. To approve the minutes from the Staffing Committee Meeting held on the 18th November 2024**
- 4. Chairman's Welcome**
- 5. To Receive Apologies**
- 6. Declaration of Interests**
- 7. Public Participation Session, when members of the public may raise matters with Councillors**
- 8. To prepare a plan for the 2025 staff appraisal process, authorise any action and consider associated expenditure**
- 9. Review of the Council's Health & Safety Policy**
- 10. Review of the Council's Dignity at Work Policy**
- 11. Review of the Council's Disciplinary Policy**
- 12. Review of the Council's Grievance Policy**
- 13. Review of the Council's Training and Development Policy**
- 14. Review of the Council's Equality & Diversity Policy**
- 15. Review of the Council's DSE Policy**
- 16. To adopt the draft Sexual Harassment Policy**
- 17. To adopt the draft Lone Worker Policy**
- 18. To consider a schedule of meeting for the year 25/26**
- 19. To agree the date of the next meeting, 15th September 2024**
- 20. Close of Meeting**

L.B. Jose
CLERK TO THE COUNCIL
portreathparishcouncil@gmail.com