

**Icklesham Parish Council**  
**Putting Governance in your hands**

**To: Members of the Staffing Committee**

**Copy:** All Councillors.

Tuesday 18th February 2020

Dear Members

The next Staffing Committee meeting will be held on Monday 24<sup>th</sup> February 2020 at the Court Hall, Winchelsea; this meeting follows the meeting of the Planning Committee so the start time is not set but will be at 7 pm or just before. The agenda is below.

Yours sincerely

*Anna Evett*

**Clerk**

**Agenda**

*Please note that members of the public will be excluded from confidential items concerning staff according to the Council's standing orders.*

1. Questions or comments from any members of the public present.
2. Apologies for absence.
3. Disclosure of interests.
4. To approve the minutes of the last committee meeting held on the 12<sup>th</sup> August 2019. *Please note that the meeting planned for the 11<sup>th</sup> November 2019 didn't take place as the committee wasn't quorate.*
5. Training undertaken so far and plan for 20/21.
6. Website and councillor emails.
7. Committee structure and membership in readiness for the council's annual meeting in May.
8. Update on workload and resources – storage of council documents and provision of additional storage.
9. Updates: appraisals, Local Council Award Scheme, emptying of donation boxes.
10. Consider any urgent matters.
11. Date of next meeting to be agreed.