Holymoorside & Walton Parish Council

22nd October 2025

Members of Holymoorside

& Walton Parish Council

Dear Councillor

You are respectfully summoned to attend the next meeting of the Personnel Committee, which will be held at 7:00pm on Wednesday 28th October 2025 in the lounge at Holymoorside Village Hall, Holymoorside, Chesterfield.

Any members who require a dispensation to address the meeting are kindly requested to contact me as soon as possible.

Yours sincerely

MColton

Michelle Colton

Locum Parish Clerk

AGENDA PART 1 - Non-confidential information

PC20/25-26 **To receive apologies for absence**

PC21/25-26 **Variation of the Order of Business**

PC22/25-26 **Public Questions** – (15 Minutes)

A period of not more than fifteen minutes will be made available for members of the public to comment on any matter.

If County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter.

Any Member with a significant other interest in an agenda item may speak on that item at this point in proceedings.

At no point will discussions take place except for clarification of the submission including points of information. Should a decision be required from the council the matter will be deferred for research and included on the next relevant agenda.

PC23/25-26 **Declarations of Interest**

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

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LOCAL COUNCIL AWARD SCHEME QUALITY

PC24/25-26 **Exclusion of Public**

To determine which items, if any, from Part 1 of the agenda should be taken with the public excluded. If the council decides to exclude the public, it will be necessary to pass a resolution in the following terms. 'That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded because (reason given here) and they are instructed to withdraw'.

PC25/26-26 **Policies and Procedures**

a) To consider any feedback from staff during the consultation period for the Lone Working Policy

b) To review the Data Breach policy

c) To review the Equality and Diversity Policy

PC26/25-26 **First Aid training**

To consider first aid training for staff who have registered an interest

PC27/25-26 **Part 2 - Confidential Business**

To move the following resolution - 'That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded because (reason given here) and they are instructed to withdraw'

PC28/25-26 **To review and approve the Clerk's contract of employment**