

# **PONTESBURY PARISH COUNCIL**



Debbie Marais  
**Parish Clerk**  
8 Holbache Rd  
Oswestry  
SY11 1RP

12 November 2023

## **To Members of the Personnel/Human Resources Committee**

Dear Councillors

You are hereby summoned to attend the meeting of **Pontesbury Parish Council Personnel/Human Resources Committee** scheduled to take place on **Thursday 16<sup>th</sup> November 2023 at 6pm at The Pavilion** in order to transact the following business, as set out in the below agenda.

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Debbie Marais  
Clerk

### **AGENDA**

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 3 PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 4 MINUTES OF COUNCIL** - To approve the Minutes of the Personnel/Human Resources Committee Meeting held on 26<sup>th</sup> June 2022 (attached)
- 5 PARISH COUNCIL STRATEGIC PLAN FOR 2023-26** – to consider the actions for 2023-26 and any staff implications in order to make recommendations on any additional staff hours budget to Finance & General Purposes Committee – (*amended plan to follow*)
- 6 SUCCESSION PLANNING** – committee to consider succession planning for key councillor roles within the council
- 7 HR and H&S SUPPORT FOR COUNCIL** – to consider external contracts for HR and H&S support for council as opposed to pay as you go
- 8 EXCLUSION OF THE PUBLIC**

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To consider exclusion of the Press & Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

- 9 REPORT BACK ON STAFF APPRAISALS AND RECOMMENDATIONS**
- 10 ANNUAL INCREMENT FOR ALL STAFF** – to make recommendation on annual increments for all staff to be considered by Full Council at December 2023 meeting (*Agenda papers attached*)
- 11 DATE AND TIME OF NEXT MEETING** – to agree date of next meeting