



Newborough and Borough Fen Parish Council

Parish Clerk: Irene Healiss

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HR Committee Chairman: Mark Ormston

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NOTICE OF MEETING: HR Committee Meeting
TIME: 6 pm
DATE: Monday 24th June 2024
VENUE: The Foresters Room, Village Hall, Guntons Road, Newborough, PE6 7AJ

Members of the HR Committee are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Irene Healiss, Clerk to Newborough and Borough Fen Parish Council

Irene Healiss
19th June 2024

This meeting shall be closed under the **Public Bodies (Admission to Meetings) Act 1960 S1(2)**. A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of the business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings during which the resolution applies.

MEMBERS: 4

QUORUM:3

- 1. To elect a chairman of the personnel committee.**
- 2. To accept apologies for absence.**
- 3. To accept Parish Councillor declarations of interest for matters on the agenda.**
- 4. To approve the minutes of the last meeting – March 6th 2024.**
- 5. To discuss the Clerks ongoing training and study.**
- 6. To action homeworking recommendations as per the workstation assessment carried out in March 2024.**
- 7. To accept notices and matters for the next agenda.**
No decisions can lawfully be made under this item as per LGA 1972 s12 10(2) (b) which states that business must be specified.

Close of meeting – date of next meeting.

19th June 2024