



## NOTICE OF PARISH COUNCIL MEETING Local Government Act 1972

Members are hereby summoned to the meeting of the Personnel Committee of the Council to be held on Thursday 1 December 2022 at 10.30am at the Wonersh Sports Pavilion, for the transaction of the under-mentioned business.

Lisa Davison

Clerk to the Council

Dated this 24<sup>th</sup> day of November 2022.

Wonersh Sports Pavilion, Wonersh Common, Wonersh GU5 0PJ. Tel: 01483 892601.

[clerk@wonershparish.org](mailto:clerk@wonershparish.org)

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### AGENDA

- HR22/23 01 To elect a Chair.
- HR22/23 02 To consider and approve apologies for absence.
- HR22/23 03 Wonersh Parish Code of Conduct – Declarations of disclosable interests.
- HR22/23 04 To receive progress reports about matters previously considered and approved by the Committee and Council.
- HR22/23 05 To consider the Council's commitment to the Civility and Respect pledge and approve next steps.
- HR22/23 06 To review the updated Wonersh Parish Council Human Resources Handbook and approve next steps.
- HR22/23 07 To receive the Assistant to the Clerk's Appraisal and approve next steps.
- HR22/23 08 To receive the Clerk's Appraisal and approve next steps.
- HR22/23 09 To consider the Clerk's request for Council support with the completion of Certificate in Local Council Administration (CiLCA) and approve next steps.
- HR22/23 10 To update the officers' contracts to reflect the NALC model contract, with consideration for annual increments and confirm the initial SCP.
- HR22/23 11 To note the requirement to return the Clerk to a pension scheme and consider opting for the Local Government Pension Scheme rather than Nest.
- HR21/22 13 Members' business and other correspondence for noting or including on a future agenda.
- HR21/22 14 To consider and approve the date of the next meeting of the Committee.
- HR21/22 15 To consider and approve that the official record of this meeting be presented at the meeting of the Council on 12 January 2023 for approval.

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The Parish Office, Wonersh Sports Pavilion, The Common, Wonersh, GU5 0PJ

Tel: 01483 892601

During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. Any items in the Exempt Part of the agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.