



NAZEING PARISH COUNCIL

Notice is hereby given that the Personnel Committee will meet Thursday 2nd July 2026 at 10.00am at the Council Office, The Leisure Centre, Bumbles Green, Nazeing and Members are summoned to attend.

The Public and The Press are cordially invited to attend. Please ensure any letters relevant to the agenda are emailed to council@nazeingparishcouncil.org by noon on the day before the meeting, so that the details can be circulated to Members in advance. Thank you. Note: This meeting may be recorded for the purposes of minute taking.

AGENDA

26/066 Welcome and Introductions: By the Chairman.

26/067 Apologies for absence: To note any apologies received.

26/068 Declarations of Interest: To note and record any declarations made.

26/069 Approval and signing of minutes:

To approve the minutes of the Personnel Committee meeting held on 24th April 2026.

26/070 Exclusion of public and press: To exclude public and press if necessary.

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

26/071 Review of Staffing Hours:

To reassess the current hours being worked and consider options for addressing workflow/workloads.

26/072 Date of next Personnel Committee meeting: TBA.

26/073 To formally close the meeting: By the Chairman.

Signed *Katie Fletcher* (Parish Clerk)

Date: 26th June 2026

Tel: 01992 893012 email: council@nazeingparishcouncil.org