



The Steypning Centre, Fletchers Croft, Steypning
West Sussex, BN44 3XL

Tel. 01903 812042

www.steyningpc.gov.uk

Date published 9th September 2021

TO ALL MEMBERS OF STEYNING PARISH COUNCIL PERSONNEL COMMITTEE

Cllrs Young, Norcross, Lloyd. Northam, Hanson, Bell and I. Alexander

**YOU ARE HEREBY SUMMONED TO A MEETING TO BE HELD ON TUESDAY 14TH SEPTEMBER 2021
AT 6PM AT THE STEYNING CENTRE**

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BY SUBMITTING A
REQUEST TO THE CLERK IN ADVANCE, AS DUE TO COVID RESTRICTIONS SPACES ARE LIMITED.**

GDPR Notice - Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record meetings of Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place. Any equipment used in the Steypning Centre and plugged into the main electrical supply must be PAT tested.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence.
- 2.0 DECLARATIONS OF INTEREST.** – Disclosure by Councillors of their personal interests in regards matters on the agenda, and whether the councillor regard their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions or (preferably) to answer questions which have been submitted in writing to the Deputy Clerk by noon on Monday 13th September 2021.*
- 4.0 MINUTES OF PREVIOUS MEETING** – To approve as a true and fair record, and the chair to sign the minutes of the Personnel committee meeting held on the 9th June 2021.
- 5.0 CONFIDENTIAL SESSION**
To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under item 6 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain.
- 6.0 To discuss and agree the following:**
 - 6.1** To review the recent issue with the insurance company and whether there were any breaches of SPC policies; whether there was any 'leak' of non-public documents; agree what actions if any should be taken.
 - 6.2** To review criticisms of the Council made by a Cllr and agree any action to be taken.
- 7.0 DATE OF NEXT FULL COUNCIL MEETING: Monday 20th September 2021**

Hazel Roxby
Steypning Parish Deputy Clerk



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
Email: hazel.roxby@steyningpc.gov.uk