



Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY
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Website: www.uplymeparishcouncil.org

Dear Councillor,

Members of the Estates & Personnel Committee are hereby summoned to attend the meeting on **Wednesday 9th November 2022 at Uplyme Village Hall at 6.45pm** for the purposes of transacting the following business.

Under the Local Government Act 1972 Schedule 12 p10(2), a Council cannot lawfully decide any matter that is not specified on the agenda.

Mrs. Zishan Adamson-Drage
Clerk to the Council

3rd November 2022

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Parish Clerk. Data Protection, Names of those participating in the meeting may be recorded, minuted and made public.

Estates & Personnel Committee Meeting on Wednesday 9th November 2022

Chair – Cllr. C James

Committee Members – Cllrs. A. Turner, C. Pratt, Mrs. P. Frost

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the last meeting. (previously circulated)
- 3. To receive member's declarations of interest and dispensations in items on the agenda.**
- 4. Public Forum - Public Participation session**

There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker or time as permitted by the Chairman.

DECISION ITEMS

5. Stafford Mount project

- (a) Members to consider setting up a working party to commence the revitalisation of the Stafford Mount green space, and if thought appropriate, to assign members.

6. Staffing

- (a) Members to approve the Chair conducting the Clerk's appraisal, with objectives to be recommended to full Council.
- (b) Subject to satisfactory performance, Members to confirm the incremental salary progression of the Clerk, as contractually agreed.

7. Policies

- (a) Members to consider, and if thought appropriate, approve the draft Performance Management Policy. ([appendix 1](#))
- (b) Members to consider, and if thought appropriate, approve the Disciplinary Policy. ([appendix 2](#))
- (c) Members to consider, and if thought appropriate, approve the Grievance Policy. ([appendix 3](#))

8. Date of the Next Meeting

The next meeting is scheduled for 8th March 2023.