



EVESHAM TOWN COUNCIL



PERSONNEL COMMITTEE

Notice is hereby given that a meeting of the **PERSONNEL COMMITTEE** will be held in the Council Chamber at the Town Hall, on **MONDAY 20th FEBRUARY 2023** at 6.30 pm, to which you are summoned for the transaction of the business specified below

AGENDA

1. To receive apologies for absence

2. Declarations of pecuniary or other interests

3. Minutes of the Previous Meeting

To receive and approve the minutes of the Personnel Committee of the 24th October 2022 as a true record

EXCLUSION OF PRESS AND PUBLIC:

At this point in the meeting, members are advised to pass a resolution to exclude the press and public due to the confidential nature of the business to be transacted, concerning the following items: 4 - 8.

4. To receive updates on personnel matters

5. Employee request for Hybrid Working

6. Policies

The Personnel Committee will consider the introduction of additional policies as follows:

- i. Menopause Policy
- ii. Standards of Respect

7. Flexi-time system for staff

To discuss the introduction of a flexi-time system

8. Use of WhatsApp in the workplace

The Personnel Committee will review whether work WhatsApp accounts should be set up to keep work messages separate from personal messages and use generally of WhatsApp in the workplace.

Date of next meeting: TBC

Jo Adams
Town Clerk

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Council. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 565700, email townclerk@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

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