

FRINTON & WALTON TOWN COUNCIL

The Council House, Triangle Shopping Centre, Frinton-on-sea, Essex, CO13 0AU

Tel: 01255 676666

email: clerk@fwtc.co.uk

Clerk: Jennifer Woodland



TO MEMBERS OF THE PERSONNEL COMMITTEE

Councillors P Clifton, D Miles, I Johnson, A Cossens, D Land & F Robertson

Invited: Independent HR Consultant Mrs Marcia Fuller

YOU ARE SUMMONED TO ATTEND A PERSONNEL COMMITTEE MEETING of FRINTON & WALTON TOWN COUNCIL

To be held at

The Council House Triangle Shopping Centre Frinton on Sea CO13 0AU

on

Tuesday 18th April 2024 at 6PM

M Townsend

Michelle Townsend
Deputy Clerk

Dated: 11th April 2024

AGENDA

1	Apologies for Absence To receive via the Clerk, apologies for absence
2	Declarations of Members Interests To receive any pecuniary, registerable or non-registerable interests relating to items on the agenda.
3	Minutes of Last Meeting To approve as a correct record, the minutes of the Personnel Committee Meeting held on the 5 th March 2024 (herewith)
4	Flexible Working Policy To approve the updated Flexibly Working Policy in line with new Employment Legislation which comes in to effect on 6 th April 2024 (herewith)
5	Contracts of Employment To approve delegation to the Town Clerk to engage with the HR consultant for the provision of editorial services to the updated publication of the contract of employment provided by NALC, for suitability for FWTC and agreed for all staff to be migrated to the new contract
6	Exclusion of Press and Public Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting for the transaction of the under-mentioned business because of the confidential nature: <ul style="list-style-type: none">• Request for Reduction in hours
7	UNDER EXCLUSION: Request For Reduction in Hours To receive a report detailing a request for a reduction in hours to the contract for the Senior Facilities Operative and consider any necessary action (here with)
8	Date of Next Meeting The next meeting of the Personnel Committee will be advised as the need for a meeting arises.

