



Wickersley Community Centre,
286 Bawtry Road, Wickersley,
Rotherham.
S66 1JJ
Parish Clerk Carol J Lavell-Smith
01709 703270
www.wickersleyparishcouncil.org.uk

25/11/2024

Dear Councillors,

You are hereby summoned to attend a meeting of the Human Resources Committee of the Parish Council, to be held on Monday 2nd December 2024 at 18.30, this meeting will be held in the meeting room at the Community Centre, for the purpose of transacting the following business:

Carol J Lavell-Smith

Carol J Lavell-Smith
Clerk to the Council

BUSINESS

ENCLOSURE:

1. To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))
2. To receive and approve apologies for absence
3. To approve the minutes and note matters arising from the meetings of 24th September 2024 (A)
4. To receive a financial update (B)
5. To agree the revised pay scale point for WCCA Caretakers and the Handymen identified from the 2024/25 pay award (C)
6. To consider the Business plan with reference to this committee
7. To consider the work plan of the clerking team (D)
8. To receive a verbal report on office efficiencies and future aims, including considering paperless meetings Cllr G Pacey
9. Appraisals Update
10. Commence Winthrop Organiser succession plan and arrange meeting date with F&GP committee reps
11. To receive a report to consider regarding annual leave carry forward for the Parish Clerk and Winthrop Organiser (E)
12. To receive the date of the next meeting