



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
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Dear Member,

You are summoned to the Meeting of the Employment Committee to be held at 7.30 pm on Monday 27 September 2021 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 22.09.21

AGENDA

1. APPOINTMENT OF CHAIRMAN.

To receive nominations for and elect the Chairman of the Employment Committee for the forthcoming year.

2. APOLOGIES FOR ABSENCE.

To receive and note apologies for absence as reported to the clerk.

3. DECLARATIONS OF INTEREST.

Members are invited to declare any interests they may have in any items on this agenda as per the Code of Conduct.

4. MINUTES.

To approve the Minutes of the meeting held on 20 October 2020. **Enc**

5. ANNUAL LEAVE ENTITLEMENT.

To consider current information provided by the Government, on the provision to carry over annual leave.

<https://www.gov.uk/government/news/rules-on-carrying-over-annual-leave-to-be-relaxed-to-support-key-industries-during-covid-19>

6. WORKFORCE DEVELOPMENT.

To consider the functions of the Parish Council, the skills and staffing levels required to discharge those functions.

7. BUDGET.

To consider specific budget requirements within the remit of this committee.

8. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on Monday 18 October 2021.