



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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CONFIDENTIAL

Minutes of the meeting of the Employment Committee, held on Monday 18 October 2021, 7.30pm, Upton Pavilion, Wealstone Lane, Upton.

Present: Cllr J Houlbrook and Cllr M Keenan (Chairman).

In attendance: Suzi Bull (Clerk/Proper Officer).

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr Evans and Cllr Hulmes. Cllr Booth was also absent from the meeting.

THIS MEETING WAS INQUORATE AND THEREFORE NO BUSINESS WAS TRANSACTED. THE MEETING WAS ADJOURNED; ANY OUTSTANDING BUSINESS OF THE MEETING SHALL BE AUTOMATICALLY DELEGATED TO THE CLERK IN CONSULTATION WITH SUCH MEMBERS AS MAY BE AVAILABLE, OR MAY BE DELEGATED TO THE CLERK SOLELY, UNLESS SPECIFICALLY PROHIBITED.

2. 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.

3. MINUTES.

To approve the Minutes of the meeting held on 27 September 2021. **Enc**

4. WORKFORCE DEVELOPMENT.

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

5. STAFF APPRAISALS.

To consider arrangements for annual staff appraisals.

6. DATE AND TIME OF THE NEXT MEETING.

To agree a date and time for the next meeting of this committee.

