



Banwell Parish Council

Website: www.banwellparishcouncil.org.uk

E-mail: clerk@banwellparishcouncil.org.uk

Tel: (01934) 820442

Banwell Youth & Community Centre,
Westfield Road, Banwell.
North Somerset. BS24 0NJ

30th of January 2024

Dear Member,

You are summoned to attend a Meeting of the Employment Committee at Banwell Youth & Community Centre, West Street to be held on Monday 5th of February 2024 at 8pm.

Liz Shayler
Clerk to the council

A G E N D A

1. Apologies for absence
2. Members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the meeting of the Employment Committee held on the 25th of September 2023 (attached pages 1 & 2).
4. To review current staffing roles and agree on a way forward (pages 3 - 8).
5. To agree on any temporary measures before the full employment of another Officer(s).
6. To discuss the recruitment and hiring process.
7. To agree the setting up of Traffic Management for Community Events (TMCE) training for the Clerk and Parish Council volunteers for £625 + £40 per person (page 9).
8. To agree on the date of the next meeting. March 4th TBD

Members are reminded that the Committee has a general duty to consider the following matters in the exercise of any of its functions - Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.