



Kegworth Parish Council
1, London Road
Kegworth
Derby
DE74 2EU

2 February 2022

Dear Councillor

You are summoned to attend a Meeting of the HR Committee on Monday 7 February 2022 at 6.30pm at the Parish Council office, 1 London Rd, Kegworth, DE74 2EU

Donna Griggs

Parish Clerk

Agenda

1. To elect a chairperson for the committee
2. Receive a copy of the terms of reference for the HR committee, as approved at the Full council meeting in November 2021
3. To consider the training requirements of committee members
4. To agree who will conduct the probationary reviews for the new Clerk/RFO
5. To agree cover arrangements for clerk/RFO annual leave
6. To ensure the Council's HR policies suitably cover all relevant issues and are up to date