

# ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Horsfield, Harbord, Piper, Pearce, Sargeant, Laybury and Gymer

Dear Members,

I hereby give you notice that a HR committee Meeting of St Cleer Parish Council will be held on **Wednesday 2nd July 2025 at 7pm in the Pavilion, Sports Field, St Cleer.**

All members of the HR committee are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours Sincerely,

Katie-Marie Goodwright – Clerk / RFO

Press and public are invited to attend the meeting. Members of the public wishing to put a question to the Council can do so, 24 hours prior to the start of the meeting in writing to the Clerk - [clerk@stcleerparishcouncil.gov.uk](mailto:clerk@stcleerparishcouncil.gov.uk)

Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Reference	Item
1.	Persons Present/Apologies To note persons, present and receive apologies for absence.
2.	Receive any Declarations of Interest from Members/Dispensations <ul style="list-style-type: none"><li>- Disclosable pecuniary interests</li><li>- Non-registrable interests</li><li>- Declarations of gifts</li><li>- Applications for dispensations</li></ul>
3.	Allow up to 15 Minutes for members of the public to address the council.
4.	<b>TO REVIEW AND APPROVE</b> previous HR committee public and confidential meeting minutes from January 2025
5.	<b>TO CONDUCT</b> Clerk's 1 year appraisal
6.	<b>TO REVIEW</b> Clerks targets for June 2026 onwards: <ul style="list-style-type: none"><li>- Continue to clear black log with focus on policies and procedures, H&amp;S, and general council practice</li><li>- Start to develop a St Cleer Plan / Business Plan</li></ul>
7.	Date of next meeting: 08.10.25

Meeting called by: Chair Cllr Jon Prinn

Agenda Signed by: Katie-Marie Goodwright – Clerk / RFO

Date: 26.06.25

[clerk@stcleerparishcouncil.gov.uk](mailto:clerk@stcleerparishcouncil.gov.uk)