

To: Members of the Brockenhurst Parish Council
You are hereby summoned to attend a MEETING
of the Personnel and Resources Committee of the PARISH COUNCIL
to be held via the internet at www.Zoom.us (Meeting ID 291 257 1258) on
TUESDAY 7th JULY 2020 at 7.00 PM

Please notify the Clerk for all access details if you intend to join this meeting as a member of public, a password is required



Parish Clerk
30th June 2020

AGENDA

1. Election of Chairman
2. Apologies for absence
3. Declarations of Interest/Requests for Dispensation
4. Minutes of Meeting held 3rd March 2020
5. Matters Arising not already on Agenda
6. Covid-19
 - i) Appointment of a competent person
 - ii) Accident book / record
 - iii) Handwashing and Sanitiser
 - iv) Home Working + Office visit procedures for essential visits
 - v) Office Space Signage
 - vi) Key worker status for Virus testing – extend to Councillors?
7. Budget for Office Move
8. Sanitising of Office / Playground
9. Grant applications:
 - i) Cricket Club
 - ii) Friends of Brockenhurst Station, Wildflower works for Station Approach
 - iii) Victim Support
10. Budget Comparison
11. Existing Budget items amended
 - i) Firebell Post Budget

12. New Items of Budget Spend

- i) Churchyard Spoil Heap Budget
- ii) Churchyard Solar Panels Budget
- iii) Village Sign Budget
- vi) Zoom Subscription
- v) HALC employment service

13. Annual accounts and AGAR – for Information

14. Review of Insurance Policy

15. Payroll outsourcing

16. HALC HR Consultancy Service Level

17. Budget for Consultants for Brookley Rd longer term consultation

18. Any Other Items

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed.

19. Review of Groundsman Contract Terms and Conditions of Employment including Vehicle provision

20. Date of next meeting – 3rd November 2020 7.00 pm via Zoom