



Messing Cum Inworth Parish Council
NOTICE OF PERSONNEL COMMITTEE MEETING
Members are duly summoned to attend
Tuesday 17 February 2026, Messing Village Hall, 7pm



mgardine

Clerk and Proper Officer, 12.02.26

AGENDA

1 APOLOGIES

- a) **RECEIVE** apologies for absence
- b) **NOTE** decisions to accept apologies for absence

2 DECLARATIONS OF INTEREST

- a) **RECEIVE** declarations of interest regarding the agenda

3 MINUTES - APPROVE minutes (previously circulated) as a true record - *for signature by the chair*

- a) minutes of the meeting of the personnel committee held on 16 September 2025

4 RESOLVE pursuant to s1(2) Public Bodies (Admission to Meetings) Act 1960 for the public and press to leave the meeting due to the confidential nature of business to be transacted

5 PERSONNEL MATTERS

- a) Update on CILCA qualification
- b) **REVIEW** Personnel Committee Terms of Reference
- c) **RECEIVE** and **APPROVE** Notification of Payroll and Expenses for February 2026

6 NEXT MEETING - to be confirmed

Close of meeting