

# Meopham Parish Council

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A Civility & Respect  
Pledge Council

## To Members of the Personnel Committee of Meopham Parish Council

You are hereby summoned to attend a meeting of the **Personnel Committee** of **Meopham Parish Council** on **Wednesday 5<sup>th</sup> November 2025** at **7:00pm** to be held in the John Hidden Room at **St Johns Centre, Wrotham Road, Meopham, DA13 0AA**. Papers have been circulated for items marked with (\*)

Yours faithfully

Lisa Winter

**Lisa Winter**

**Clerk and Responsible Financial Officer**

**Date of Issue:** Friday 31<sup>st</sup> October 2025

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## AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests for this meeting
3. **Minutes of Previous Meeting:** To approve the minutes of the meeting held on 01.10.25. *This item is to confirm the accuracy of the minutes and not to raise matters arising (\*)*

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## CLOSED SESSION

**Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting**

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4. **Staffing Review:** To consider the staffing levels and make recommendations to present to Full Council
5. **Grievances:** To have an update and consider next steps