

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 **Tuesday 27th January 2026** at **7:00pm** to be held in the **Meopham Village Hall, Wrotham Road, Meopham, DA13 0AT**. Papers have been circulated for items marked with (*)

Yours faithfully

Lisa Winter

Lisa Winter

Clerk and Responsible Financial Officer

Date of Issue: Thursday 22 January 2026

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 05.11.25. *This item is to confirm the accuracy of the minutes and not to raise matters arising (*)*

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

4. **Settlement Agreement:** To note the total costs
5. **Employment Tribunal Costs:** To consider the request
6. **Grievance:** Status update of outstanding grievance
7. **Safeguarding:** To consider and approve an Operational Framework

8. **Bank Accounts:** Impact of situation regarding bank account signatories on council operations

. **Emails:** Impact of failure to respond on council operations