

Rowlands Castle Parish Council

Dominic Harland-Jones
Clerk

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You are hereby summoned to attend a Meeting of the
Council's STAFFING & REMUNERATION COMMITTEE
to be held on **Monday 27 October 2025 at 10.00am**
in the Oak Room, Parish Hall

Cllr F Ball
Cllr S Donald
Cllr J Edwards
Cllr Y Haggard

Dominic Harland-Jones, Clerk to the
Council
27 October 2025

Members of the Public are welcome to attend

AGENDA

The Safety Announcement

1. To Elect a Chairman of the Committee
2. To Receive any Apologies for Absence
Apologies received from Cllr Yvonne Haggard
3. To Receive any **Declarations of Interest** (*Members/Officers are invited to declare any pecuniary or non-pecuniary interests arising from this Agenda. Notwithstanding this Item, Members/Officers may declare an interest at any point during the meeting. If a Member/Officer has a pecuniary interest then they must leave the room whilst the item is being discussed.*)
4. To Receive and Confirm the Accuracy of the Draft Minutes of the Previous Committee Meeting held on 27 November 2024
5. To Agree the following Committee Appointments:
 - a. Councillor to act as Clerk's prime 'Point of Contact' for matters of leave, sickness absence and so on
 - b. Councillors to conduct Clerk's Annual Appraisal
6. **To pass a Resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding staff-related matters, where publicity might be prejudicial to the special nature of the business**
7. To Review recent Appraisal Reports on members of Council's staff and to note the appraisal plan for 2026.
8. To Consider: a Report on Staff Remuneration, and Agree Action thereon.
9. To Consider: a recommendation to RCPC to confirm the appointment of Dominic Harland-Jones as Clerk to the Council.
10. To Consider: a report on the working hours of the Clerk and to Agree Action thereon.
11. To Note: that the Administrative Assistant is currently undergoing a period of training and to Agree Action thereon.
12. Date of Next Meeting: To be confirmed