

# Barrow upon Humber Parish Council Personnel Committee

Melanie Hughes  
Parish Council Chair  
Bayberry  
Ferry Road East  
Barrow upon Humber  
DN19 7AZ

Telephone: 07592 724935  
Email: [cllr.melaniehughes@barrowuponhumberpc.org.uk](mailto:cllr.melaniehughes@barrowuponhumberpc.org.uk)  
Website: [www.barrowuponhumberpc.org.uk](http://www.barrowuponhumberpc.org.uk)

Dear Councillors,

You are summonsed to attend the **Personnel Committee Meeting of Barrow Upon Humber Parish Council** to be held on **Monday 9<sup>th</sup> March 2026, commencing 18:00** at **Barrow Methodist Hall**.

The business of the meeting is detailed below, please contact the Personnel Committee Chair prior to the meeting to offer your apologies if you are unable to attend.

The meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the council meeting commencing.

## Public Participation

The time will be restricted to 5 minutes maximum unless the Council decides otherwise. Items relating to matters on the agenda will be taken first and members of the public should note that decisions not on the agenda is unable to be resolved by the council.

Yours Faithfully

*Melanie Hughes*

## Agenda

Item	Topic
2603/01	<b><u>Apologies</u></b> Apologies for absence, if any.
2603/02	<b><u>Declarations of interests / dispensations</u></b> a. Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register. COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS b. For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution.
2603/03	<b><u>Minute approval</u></b> To receive and approve as a true and correct record the minutes from the Personnel Committee meeting held on 23rd February 2026.
2603/04	<b><u>Exclusion of the Public &amp; Press</u></b> To resolve the exclusion of the public and press, under powers granted by the Local Government (Public Bodies Admission to Meetings) Act, section 1(2), owing due to the confidential nature of the business be discussed
2603/05	<b><u>Confirmation of interview process</u></b>

	To discuss and confirm the format of the interviews for the role of Proper Officer/RFO
2603/06	<b><u>Suspension of the meeting to allow for interviews of candidates</u></b> To suspend the meeting to hold Proper Officer/RFO interviews
2603/07	<b><u>Review of interviews and next steps</u></b> To discuss the interview outcomes and propose action to be taken to the next full council meeting.
2603/08	<b><u>Agenda for next and future meetings</u></b> To take note of any items for the next or future agenda.
2603/09	<b><u>Date of next meeting</u></b> To confirm the date, time and location of the next meeting(s) as (subject to any change in circumstances).