

Meeting of the Staffing Committee
Castlemorton Parish Hall
Thursday 1 July 2021 7.00pm

Members: Mr D Baldwin, Mr R Bartholomew, Mr M Davies, Mrs H I'Anson, Ms S Rouse, (non-voting), Mrs C Palmer, Prof J Raine, Mrs G Rees.

1. Apologies for absence
2. Chair's announcements
3. Declaration of Interests
4. Public comments
5. Matters arising from previous meeting not otherwise on agenda
 - Recruitment
 - Going through job descriptions
 - Revision of Abusive, Persistent or Vexatious Complainants Policy and Bullying and Harassment Policy
6. Update on Health and Safety Issues Paper A
7. Review of Health and Safety Policy Paper B
8. Review Safeguarding policy Paper C
9. Urgent Business
10. Date of next meeting 7 October 2021

We are required to comply with Covid-19 regulations when holding meetings. Each venue is risk assessed and has a maximum attendance capacity. Once the capacity for the venue has been reached, in order to remain Covid compliant, no further people will be admitted.

Anyone who is NOT a member of the Committee who wishes to attend **must** apply in writing to cindy@malvern hills.org.uk (or write to Mrs L Parish at the Trust's office), giving their name, E-mail address and contact number, which are required for track and trace. Places will be allocated on a first come first served basis. Cindy will confirm whether there is a place available.

If you turn up at the meeting without pre-booking you risk not being admitted.