



# Bishopstoke Parish Council

To find out how to attend or have a statement read out  
Email: [clerk@bishopstokepc.org](mailto:clerk@bishopstokepc.org); Call: 07368 487464;  
Or visit [www.bishopstokepc.org](http://www.bishopstokepc.org)

**Members of the People Committee are summoned to attend a meeting on  
Tuesday 25<sup>th</sup> February at 7:30pm at Bishopstoke Methodist Church, Sedgwick Road.  
This meeting is open to the public.**

## AGENDA

### PUBLIC SESSION

1. Apologies for Absence
2. To adopt and sign the minutes of the People Committee meeting held on 25<sup>th</sup> June 2024
3. To adopt and sign the minutes of the People Committee meeting held on 22<sup>nd</sup> October 2024
4. Declarations of Interest and Requests for Dispensations
5. To receive the Clerk's report on People Committee matters, covering:
  - Action Log Update
  - Appraisal Update
  - Overtime Hours
  - Personnel
  - Priorities
  - Training
6. To recommend adoption of the People Committee Terms of Reference
7. To discuss and agree staff targets
8. Date, time and place for next meeting
9. Confidential Business: To make recommendations regarding staff salaries

**D L Wheal**  
**Clerk to Bishopstoke Parish Council**  
**18<sup>th</sup> February 2025**