

# Notice of Meeting

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## Remote Personnel Committee

**Friday, 17th July, 2020 at 10.30 am**

This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 (“the Regulations”).

The meeting can be accessed from the following link from 10:30am:  
[www.westberks.gov.uk/personnelcommitteelive](http://www.westberks.gov.uk/personnelcommitteelive)

**Note:** . The Council will be live streaming its meetings

Date of despatch of Agenda: Thursday, 9 July 2020

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Moira Fraser on (01635) 519045  
e-mail: [moira.fraser@westberks.gov.uk](mailto:moira.fraser@westberks.gov.uk)

Further information and Minutes are also available on the Council’s website at  
[www.westberks.gov.uk](http://www.westberks.gov.uk)



WestBerkshire  
C O U N C I L

**To:** Councillors Adrian Abbs, Peter Argyle, Jeff Brooks (Vice-Chairman),  
Garth Simpson (Chairman) and Joanne Stewart

**Substitutes:** Councillors Dennis Benneyworth, Lee Dillon, Nassar Kessell and  
Richard Somner

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# Agenda

## Part I

Page No.

1. **Apologies for Absence**  
To receive apologies for inability to attend the meeting (if any).
2. **Minutes** 5 - 8  
To approve as a correct record the Minutes of the meetings of the Committee held on 24 April 2020 and 14 May 2020.
3. **Declarations of Interest**  
To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).
4. **Terms of Reference of the Personnel Committee** 9 - 10  
To note the Terms of Reference of the Personnel Committee.
5. **Menopause Policy (PC3940)** 11 - 40  
*Purpose: To approve the menopause policy and use of appropriate rest rooms.*
6. **Date of Next Meeting**
  - 13 November 2020 at 10am
  - 12 February 2021 at 10am

Sarah Clarke  
Service Director: Strategy and Governance

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.