



# Hullbridge Parish Council

## Personnel Committee

To be held on Wednesday 24<sup>th</sup> April 2024

7.45pm

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Hullbridge Parish Council Office, 98 Ferry Road, Hullbridge, SS5 6EX

Members: Cllr D. Elwell, Cllr K. O'Brien, Cllr A. Marriott

Staff: Mrs Nicola Harding (Clerk)/Mrs Julie Mullet (Assistant Clerk)

Dear Councillors,

You are accordingly invited to attend a **Personnel Sub-Committee** Meeting to be held on Wednesday 24 04 2024 at the Parish Office at 7.45pm, when the undermentioned business is proposed to be transacted.

Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the agenda. Please advise prior to the meeting if you require additional information on any agenda item.

Yours Sincerely,

*N. Harding*

Nicola Harding

Clerk to the Council

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## Agenda

(Residents and Press welcome to attend)

1. **Apologies**
  - 1.2 To receive apologies for absence
2. **Approval of Minutes**
  - 2.1 Members to agree as a true record, the Personnel Meetings held on **Wednesday 29<sup>th</sup> November 2023.**
3. **Declarations of interest**
  - 3.1 To receive declarations of interest: a) Disclosable Pecuniary  
b) Other Pecuniary  
c) Non Pecuniary
4. **Public Participation Session**
  - 4.1 **Contributions from Residents, a maximum of 3 minutes per speaker will be allowed.**



## HULLBRIDGE PARISH COUNCIL

### 5. Exclusion of Press and Public

**5.1** Members of the press and public to be excluded by resolution from this part of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2)

### 6. Staffing Matters

**6.1** Councillors to *receive* a general report from the Clerk and *note*

- The 1 SCP point increase for staff members as per agreed contract terms has been implemented from 1st April 2024.
- Staff personal development plans are being completed and appraisals are taking place during April.

### 7. Date of the Next Meeting

**7.1** The next Personnel committee meeting will take place on 11<sup>th</sup> September at 19.00hrs at the Parish Office.

Meeting Closed

Nicola Harding Clerk to the Council