Hullbridge Parish Council
Personnel Committee

To be held on Wednesday 29th November 2023

 7.45pm

Published 21/11/2023

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 29 11 2023 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

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 20th September 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.*

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 report from the Clerk on
- GMO Assistant
- Proposal for SCP increase for Maintenance staff
- Contract amendments for all staff.

and *discuss* and *agree* any recommendations for the Finance Committee.

7. **Date of the Next Meeting**
7.1 The next Personnel committee meeting will take place on 21st February at 19.30pm the Parish Office.

Meeting Closed

Nicola Harding Clerk to the Council