



Hullbridge Parish Council

Personnel Committee

Held on Wednesday 26th February 2025

7.00 pm

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

Members present: Cllr K. O'Brien, Cllr S. Walsh.

Staff present: Mrs Nicola Harding

Visiting: Cllr J. O'Brien

No Members of the public were present.

Minutes

9/02/25 Apologies

9.1/02/25 – Apologies were *noted* from Cllr A. Marriott and Cllr S. Cooper.

10/02/25 Approval of Minutes

10.1/02/25 - RESOLVED- Councillors approved the minutes of the meeting dated **Wednesday 11th September 2024**

11/02/25 Declarations of interest

11.1/02/25 - None.

12/02/25 Public Participation

12.1/02/25- No public present

13/02/25 Exclusion of Press and Public

14/02/25 Staffing Matters

14.1/02/25 – Councillors *received* a general report from the Clerk and *agreed* the Clerk and Accounts Assistant can enroll for the Principals of Internal Auditing Local Councils (PIALC) provided by the SLCC at a cost of £120.00 ex VAT.

14.2/02/25 – Councillors *noted* the Clerk will carry out staff appraisals shortly and arrange for the Chair of Personnel to carry out the Clerks appraisal.

14.3/02/25 – Councillors *noted* all staff will move up 1 SCP point as per contract in April.

15/02/25 Date of the Next Meeting

15.1/02/25 – The date of the next Personnel Committee Meeting is Wednesday 10th September 2025 19.00hrs at the Parish Office.

Meeting Closed 19:05hrs