

BRADWELL PARISH COUNCIL

Parish Clerk: Mrs C Bacon
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**Leo Coles Pavilion,
25 Green Lane,
Bradwell,
Gt Yarmouth
NR31 8QG**

14 October 2020

Dear Councillor

You are hereby summoned to attend a meeting of the **Staffing & Standards Committee** to be held at the Lords Lane Community Centre, Bradwell, on Wednesday 21st October at 09.30 a.m.

Please bring a face mask to wear at the meeting.

AGENDA

1. Election of Councillor John Hirst to the Staffing & Standards Committee
2. Apologies
3. Resolution that, under the Public Bodies (Admissions to Meetings) Act 1960, the press and public should be excluded from the meeting
4. Declarations of Interest:-
To receive disclosures of personal and disclosable pecuniary interests from councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary one.
5. Minutes of Meeting - 07.02.20 . Matters Arising.
6. Caretaker
 - a) Verbal report from informal review meeting held 21st October 2020
 - b) Review of salary
7. Parish Clerk
 - a) 6-month probation period – confirmation or otherwise of appointment
 - b) Appraisal / workload review
8. Deputy Clerk
 - Re-affirm salary following meeting of 3rd December 2019
 - Return to work
 - Holiday Pay
9. Any Other Business (items to be notified to the Chairman of the meeting prior to the start of the meeting, and subject to his discretion as to whether they are of sufficient urgency to warrant consideration)
10. Closure

Yours sincerely,

CLERK