

Bradwell Parish Council



Dear Councillor

5th November 2021

You are hereby summoned to attend a meeting of the **Extraordinary Staffing & Standards Committee** to be held at Leo Coles Pavilion on Thursday 11th November 2021, at 1.30p.m.

AGENDA

1: 2111-S190) To receive apologies for absence

2: 2111-S191) Exclusion of the Press and the Public To resolve that in accordance with **Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960** and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.

3: 2111-S192) To receive declarations of Interest

Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Bradwell Parish Council's Code of Conduct.

4: 2111-S193) Minutes of Last Meeting: Minutes of 2nd November 2021 to be approved.

5: 2111-S194) Items for consideration and resolution

- a) Review of new Contract of Employment and Terms and Conditions for Parish Clerk. Draft document sent with this agenda.
- b) Review new Job Description for Parish Clerk. Draft document sent with this agenda.

6: 2111-S195) Items for Information only

- a) Two references have been received for Stuart Philpot.

Yours sincerely

C Bacon

Clerk