

# Bradwell Parish Council



Dear Councillor

17<sup>th</sup> August 2022

You are hereby summoned to attend a meeting of the **Extraordinary Staffing & Standards Committee** to be held at the Leo Coles Pavilion on **Wednesday 24<sup>th</sup> August 2022, at 2.00pm.**

## **AGENDA**

### **1: To receive apologies for absence**

**2: 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: 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: Minutes of Last Meeting:** Minutes of 3<sup>rd</sup> May 2022 for approval.

### **5: Items for consideration and resolution**

- a) Staff appraisals. Contracts of employment & job descriptions circulated with agenda. Staffing Committee to agree appraisal action points, if any.
- b) Clerk CiLCA training. Costs and time to be agreed prior to Clerk enrolment. Online training days start from 15<sup>th</sup> September 2022.

### **6: Items for correspondence and information**

- a) Clerk payrise from April 2022 – Local Government Pay Claim information circulated with agenda

Yours sincerely

*C Bacon*

Clerk