

# Bradwell Parish Council



Dear Councillor

1<sup>st</sup> August 2023

You are hereby summoned to attend an **extraordinary** meeting of the **Staffing & Standards Committee** to be held at the Leo Coles Pavilion on Monday 7<sup>th</sup> August 2023 **at 2pm**.

Yours sincerely

*C Bacon*

Clerk

## **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 21<sup>st</sup> March 2023 for approval.

### **5: Items for Consideration and Resolution**

- a) Committee members to meet a potential Co-Option applicant.
- b) To acknowledge resignation of C Bacon, Parish Clerk.
- c) To agree the recruitment process for the replacement Bradwell Parish Clerk,
- d) To agree job description and terms of employment.

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

- a) The NJC and unions have still not agreed the Clerk's new pay rate from April 2023. Once agreed, this payrise must be backdated to 1<sup>st</sup> April 2023, regardless of whether C Bacon has formally left the role by the time the pay-scales are agreed.