



West Mersea
Town Council

PERSONNEL COMMITTEE MEETING

**Meeting to be held on Tuesday 15th March 2022 at 10am in the Council Chambers,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

8th March 2022

Councillors are summoned to attend the above meeting to deal with the following business.

VEAllen

Vanessa Allen, Town Clerk

Members of the public and press are warmly welcomed to attend.
Please do not attend if you are feeling unwell or have any COVID symptoms.

A G E N D A

- 21/067 **APOLOGIES FOR ABSENCE**
To receive apologies for absence
- 21/068 **DECLARATIONS OF INTEREST**
To receive declarations of personal, prejudicial and pecuniary interests from members relevant to items under discussion at the meeting
- 21/069 **PUBLIC PARTICIPATION**
A period of up to 15 minutes for members of the public to ask questions or submit comments
- 21/070 **EXCLUSION OF PRESS AND PUBLIC**
To RESOLVE that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960
- 21/071 **CONFIRMATION OF PREVIOUS MINUTES**
To confirm Minutes of the Personnel Committee meeting of 21st January 2022
- 21/072 **CLERKS CONTRACT**
- To consider and agree amended Statement of Main Terms and Conditions of Employment
 - To agree position of Responsible Finance Officer and pay scales
 - To agree 21/22 NALC pay award
- 21/073 **BANK HOLIDAY ENTITLEMENT**
To consider extra Bank holiday entitlement for Queens Platinum Jubilee
- 21/074 **GROUND STAFF FEEDBACK**
To consider response to Ground staff letters received October 2021
- 21/075 **GROUNDS MAINTENANCE**
To consider Council ground maintenance from 1st April
- 21/076 **NEXT AGENDA**
Items to be added to next agenda