



PERSONNEL COMMITTEE MEETING
Meeting to be held on Tuesday 12th April 2023 at 10am in the Council Chambers,
10 Melrose Road, West Mersea, Colchester CO5 8JD

4th April 2023

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

VEAllen
Vanessa Allen
Town Clerk

A G E N D A

- 23/001/Ps **APOLOGIES FOR ABSENCE**
To receive apologies for absence
- 23/002/Ps **DECLARATIONS OF INTEREST**
Councillors will be reminded that they must declare in relation to this agenda any disclosable pecuniary interests which would prevent them from participating in any discussion or participating in any vote upon the item, or any other pecuniary interest, any other registerable interest or non-registerable interest which would prevent them from participating in any discussion or participating in any vote upon the item.
- 23/003/Ps **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
- 23/004/Ps **CONFIRMATION OF PREVIOUS MINUTES**
To confirm Minutes of the Personnel Committee meeting of 3rd November 2022
- 23/005/Ps **STAFF QUERIES**
I. To discuss letter received from employee and consider actions
II. To discuss query from employee and consider actions
- 23/006/Ps **SALARY RATES**
I. To consider and agree staff salaries for 2023/2024
II. To confirm living wage increase with effect from 1st April 2023
- 23/007/Ps **PENSION FUND**
To receive the Essex Pension Fund Valuation
- 23/008/Ps **OFFICE RESOURCE**
I. To receive Clerks report on workload
II. To receive update on staff job descriptions, apprentice and litter picker
III. To receive update on proposed dates for recruitment