



Heybridge Parish Council




Members of the **PERSONNEL COMMITTEE OF THE PARISH COUNCIL** are hereby summoned to attend the meeting on **THURSDAY 28th MAY 2015** at the Claydon, Plantation Hall, Colchester Road, Heybridge at 6.30pm for the purpose of transacting the following business.

Due to confidential business, this meeting is not open to the press or members of the public (Public Bodies (Admissions to Meetings) Act 1960, s 1 (2)).

Laurie Wiebe
Clerk to Heybridge Parish Council.

21 May 2015

AGENDA

1.  To elect a Chairman of the Committee.
2. Apologies for absence.
3.  To receive and confirm the minutes of the meeting of the personnel committee held on 10 March 2015 (Appendix 1).
4. To receive member's declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests on items on the agenda. To note any dispensations granted.
5.  To receive a report from the Clerk (to be circulated to Members during the meeting.)
 - i) To consider and approve the recommendations following the evening caretaker appraisal;
 - ii) To consider and approve the amended contract hours for the day caretaker and relief caretaker;
 - iii) To note that pension Auto-enrolment staging date is 1st June 2016;
 - iv) To consider any other items on the report requiring a decision.
6. The next meeting of the Parish Council will be held on Thursday 18th June 2015 at 7.00pm.