GOSFIELD PARISH COUNCIL

DRAFT

Minutes Of Gosfield Parish Council
Personnel Committee Meeting
held at 11.30 am on Tuesday 17th November 2026
in the Pavilion, Church Road, Gosfield

Present:
Cllr Tricia Edwards
Cllr Bob Waters
Cllr Jo Colyer
Diane Jacob (Parish Clerk)
Cleaner and Litter Picker attended and confirmed item 26/258

26/255 Welcome and Apologies for Absence.
The Chairman welcomed everyone, no apologies for absence received.

26/256 Declaration of Interests.
None.

26/257 To exclude the press and public. Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item 26/258, 26/259, 26/260, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2.
Resolution to exclude members of public.
Proposed by Cllr T. Edwards, seconded by Cllr Colyer, all in favour resolution passed.

26/258 Staff Appraisals.
Staff appraisals for the Cleaner and Litter Picker have been carried out today and Clerk confirmed that regular discussions also take place with the Litter Picker and Cleaner throughout the year so that any day-to-day issues can be dealt with immediately.

26/259 Clerks Appraisal.
The Clerks Annual Appraisal was carried out and those present confirmed they were happy with the Clerk's performance, and no issues of concern were raised.

26/260 Clerks contract of employment.
Annual salary scale increment from 1st April 2026. National Salary Award (NALC, SLCC) has automatically changed and been implemented for 2026/2027.

26/261 Personnel Committee Meeting to be arranged for 2027, date and time to be confirmed.

Signed ……. **Date: 14th December 2026**