

# GOSFIELD PARISH COUNCIL

[www.e-voice.org.uk/gosfield](http://www.e-voice.org.uk/gosfield)

## MINUTES

### Personnel Committee Meeting Friday 4th October at The Pavilion at 10.00am

As the meeting was not quorate the meeting was postponed and is to be rearranged.

24/203 Chairman Welcome and Apologies for Absence.

Apologies for absence received from Cllr Farrelly.

24/204 Declaration of Interests.

To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct.

24/205 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 24/206, 24/207, 24/208, 24/209, 24/210 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.

24/206 Responsible Financial Officer.

To discuss the requirement for a new Responsible Financial Officer as from 1st April 2025, Cllr R. Edwards current RFO to be in attendance to advise.

24/207 Staff Appraisals.

Clerk to confirm staff appraisals for the Cleaner and Litter Picker and for them to attend the meeting if they wish.

24/208 Clerks Appraisal.

To carry out the Clerks Annual Appraisal.

24/209 Clerks contract of employment.

National Salary Award (NALC, SLCC). Annual salary scale increment from 1st April 2024.

24/210 Clerks Training.

To discuss and confirm if the Clerk can attend a Clerks Refresher course at the EALC on 5th November (cost to be split between 3 Parish Councils).

24/211 All Members Date of Next Meeting.

Close Meeting. Next meeting to be confirmed.

Signed.....

21<sup>st</sup> October 2024