

Clerk to the Council
Sarah Gaeta

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15th June 2023

To: Members of Hatfield Peverel Parish Council Personnel Committee

You are hereby summoned to attend

**THE PERSONNEL COMMITTEE MEETING TO BE HELD
IN ROOM 1 AT THE VILLAGE HALL ON
WEDNESDAY 21ST JUNE 2023 AT 7.30 PM
for the purpose of transacting the following business.**

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A G E N D A

- 1. Election of Chairman.**
- 2. Apologies for Absence.**
- 3. Minutes of the Personnel Committee Meeting** held on 4th October 2021 to be taken as read and signed as a correct record by the Chairman.
- 4. Declarations of Interest (existence and nature) with regards to items on the Agenda.** Councillors are reminded that the code of conduct that took effect from 1st July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.
- 5. Public Participation session with respect to items on the Agenda.**
- 6. Motion:** Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), the Parish Council to exclude members of the public for the duration of this meeting due to the confidential nature of the matters to be discussed.
- 7.** To review the decision made (minute reference 21/P6(b)) to invoice the Village Hall charity on a monthly basis for the Assistant Clerk's time and to determine if this remains appropriate or if an alternative method can be agreed.