



Clerk to the Council: Mrs S.M.Walker LLB
E-mail: greatnotleyclerk@gmail.com

7 Mallard Close
Great Notley
CM77 7YD

Dear Councillors,

You are hereby summoned to attend the Meeting of Great Notley Parish Council Personnel Committee that will be held on Monday 2nd March 2020 at 8.30pm at the Community Centre, Great Notley for the purpose of transacting the following business.

Yours faithfully,

Mrs Suzanne Walker
Clerk to Great Notley Parish Council

Date 25th February 2020

AGENDA FOR PERSONNEL COMMITTEE MEETING

20/PC.16 Apologies

20/PC.17: Declarations of Interest

Declaration of any 'disclosable pecuniary' interests, other pecuniary interests or non-pecuniary interests relating to items on the agenda in accordance with the code of conduct.

Members must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.

20/PC.18 To approve the minutes of the meeting held on 20th February 2020

CONFIDENTIAL

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it is advisable that the public be excluded and instructed to withdraw for agenda item 20/PC.19

20/PC.19 To receive report from Councillor appointed investigator regarding issues surrounding an employee's use of Parish Council van