



**Clerk to the Council:** Mrs S.M.Walker LLB  
**E-mail:** [greatnotleyclerk@gmail.com](mailto:greatnotleyclerk@gmail.com)

Dear Councillors,

You are hereby summoned to attend a meeting of Great Notley Parish Council Personnel Committee that will be held on Monday 5<sup>th</sup> September 2022 8.30pm in the committee room at the Community Centre, Notley Green, Great Notley, Braintree Essex CM77 7US for the purpose of transacting the following business.

Yours faithfully,

SUZANNE WALKER

Mrs Suzanne Walker  
Clerk to Great Notley Parish Council

Date 30<sup>th</sup> August 2022

#### **AGENDA FOR PERSONNEL COMMITTEE MEETING**

- 22/PC.06: Apologies**
- 22/PC.07: Declarations of Interest**
- 22/PC.08: To approve the minutes of the meeting held on 13<sup>th</sup> June 2022 and the sub-committee meetings held on 8<sup>th</sup> May 2017 and 15<sup>th</sup> August 2022**

#### **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 items

- 22/PC.09 To receive a report from Councillor Cunningham regarding his investigation of allegations in relation to an employee and to consider his recommendations.**
- 22/PC.10 To discuss issues relating to the use of the Parish Council van**
- 22/PC.11 To make arrangements for the appraisals of employees**