



**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 14<sup>th</sup> November 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 8<sup>th</sup> November 2022

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

- 22/PC.18: Apologies**
- 22/PC.19: Declarations of Interest**
- 22/PC.20: To approve the minutes of the meeting held on 17<sup>th</sup> October 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.21 - 23

- 22/PC.21: To Note the increase in the Clerk's pay and update to terms and conditions.**
- 22/PC.22: To receive a report regarding Staff salaries for financial year 2023 – 2024**
- 22/PC.23: To consider the working hours of the litter team**