



Clerk to the Council: Mrs S.M.Walker LLB
E-mail: 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 3rd April 2023 at 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,

Mrs Suzanne Walker
Clerk to Great Notley Parish Council

Date 28th March 2023

AGENDA FOR PERSONNEL COMMITTEE MEETING

- 23/PC.05: Apologies**
- 23/PC.06: Declarations of Interest**
- 23/PC.07: To approve the minutes of the meeting held on 6th March 2023**

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 23/PC.08

- 23/PC.08 To consider report on interviews for the position of Clerk and if appropriate to agree to whom to offer the position and the terms of the job offer.**