

MARKS TEY PARISH COUNCIL



Parish Hall, Old London Road, Marks Tey, CO6 1EJ
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To: Members of the Staffing & Establishment Committee

16th May 2019

You are summoned to attend a Staffing & Establishment Committee Meeting on Tuesday 21st May 2019 at 6.30pm for the transaction of the under-mentioned business. Members are reminded to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests as they arise on the Agenda.

Members of the Public and Press are normally welcome to attend all Parish Council or Committee meetings but should note that on this occasion they will be excluded from the majority of this meeting when confidential staffing matters are to be discussed

Gemma Humphries

Gemma Humphries
Clerk and Responsible Finance Officer to the Parish Council

AGENDA

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| 2019/SE009 Apologies for absence | To receive and consider acceptance of any apologies |
| 2019/SE010 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests | To receive Councillor's Declarations of Interests on any item appearing on the Agenda |
| 2019/SE011 Public Session | Up to fifteen minutes allowed for questions and Statements. Each individual wishing to speak will be allowed 3 minutes |
| 2019/SE012 Minutes | To approve the minutes to the Staffing & Establishment Committee meeting held on 25 th March 2019 (enclosed) |
| At this point in the meeting members of the public and press will be excluded from the meeting | |
| 2019/013 Staffing Issues | To receive an update on current staffing issues and approve proposed Improvement Plan. (enclosed) |
| 2019/SE014 Caretaker \ Keyholder review | To discuss and agree next stage with caretaker / Keyholder consultation. |
| 2019/SE015 Aim and Objectives 2019 | To discuss and agree aims and objectives for Staffing and Establishment Committee 2019/2020 |
| 2019/SE016 Information Exchange | A) Committee Chairman's Report. B) Clerk's Report |
| 2019/SE017 Chairman to close the meeting | |