

# MARKS TEY PARISH COUNCIL



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

**10<sup>th</sup> September 2019**

You are summoned to attend a Staffing & Establishment Committee Meeting on Monday 16<sup>th</sup> September 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 welcome to attend all Parish Council or Committee meetings. However due to the confidential nature of the meeting will be excluded from agenda item 2019/SE031 till the end of the meeting.

*Gemma Humphries*

Gemma Humphries  
Clerk and Responsible Finance Office to the Parish Council

## AGENDA

<b>2019/SE027 Apologies for absence</b>	To receive and consider acceptance of any apologies
<b>2019/SE028 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests</b>	To receive Councillor's Declarations of Interests on any item appearing on the Agenda
<b>2019/SE029 Public Session</b>	Up to fifteen minutes allowed for questions and Statements. Each individual wishing to speak will be allowed 3 minutes
<b>2019/SE030 Minutes</b>	To approve the minutes to the Staffing & Establishment Committee meeting held on 24 <sup>th</sup> June 2019 (enclosed)
<b>2019/SE031 Staffing Issues</b>	To receive an update on current staffing issues and resolve next stages
<b>2019/SE032 Staff Appraisals</b>	To review and approve new staffing appraisal documentation
<b>2019/SE033 Information Exchange</b>	A) Committee Chairman's Report. B) Clerk's Report
<b>2019/SE034 Chairman to close the meeting</b>	