

Kempsey Parish Council

Mrs. S Baxter
Clerk and Financial Officer

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To all Members of The Staffing Committee

22nd April 2013

Dear Sir/Madam,

STAFFING COMMITTEE

You are summonsed to attend a meeting of the Staffing Committee on
Friday 26th April 2013 at 1.00pm
at the Community Centre to transact the business listed below.

Yours faithfully,

S Baxter

Clerk to Kempsey Parish Council

AGENDA

1. Apologies: To receive apologies and to approve the reason for absence

2. Declarations of Interest

1. Register of Interests: Councillors are reminded of the need to update their register of interests.
2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
3. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, **must leave the room for the relevant item/s unless a Dispensation has been granted.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – written requests to be submitted to the clerk prior to the meeting.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes.

4. Minutes: To consider the adoption of the minutes of The Staffing Committee 12.02.13 (enclosed)

5. To approve Assistant's 2012/13 Annual Appraisal and to make a recommendation to Parish Council for salary increment back-dated to 01.04.13 (To request to discuss in Confidential Session)

6. To approve Clerk's 2012/13 Annual Appraisal and to make a recommendation to Parish Council for salary increment back-dated to 01.04.13 (To request to discuss in Confidential Session)