

## GREAT HORKESLEY PARISH COUNCIL

Dear Councillors,

You are hereby summonsed to attend a meeting of the Personnel Committee of Great Horkesley Parish Council on **Tuesday 17<sup>th</sup> June 2025 at 7.15pm**, which will be held in Great Horkesley New Village Hall, for the purpose of transacting the business as set out in the Agenda below. Members of the public and press are welcome to attend but owing to the nature of the committee, will not be able to attend any closed discussion.



Teri Duckworth – Parish Clerk & RFO

### AGENDA

#### **S25/01 Election of Chairman & Vice-Chairman**

#### **S25/02 Apologies and Reasons for Absence**

To receive apologies from absent members and approve those absences which may be considered acceptable.

#### **S25/03 Declaration of Interests**

To receive declarations of interest in respect of any item of business on this agenda.

#### **S25/04 Minutes of Previous Meeting**

To approve and sign the minutes of the Personnel Committee Meeting held on 6<sup>th</sup> January 2025.

#### **S25/05 Next Meeting of the Personnel Committee**

To confirm the next meeting of the Personnel Committee will be 14<sup>th</sup> October 2025.

#### **S25/06 Exclusion of Press and Public**

**Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 to resolve that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the meeting.**

#### **S25/07 Staff Contracts**

To note that the Booking Manager has completed her probationary period and agree to continue with the contract of employment.