



# Agenda

## Ringshall Parish Council Personnel Committee Meeting

01/06/2020

6.30-8.30pm

Virtual meeting via Skype

<https://join.skype.com/cjYRHxHqqlWo>

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|---|--|---|
| 1 | To elect a chairperson   |   |
| 2 | To receive any declarations of interest and approve any dispensation requests  | RA(DPI)R 2012<br>Suffolk Local Code of<br>Conduct       |
| 3 | To consider excluding the public and press for the remaining items as their presence would be pre-<br>judicial to the public interest due to the nature of the matter to be discussed                    | Public Bodies [Ad-<br>missions to meetings<br>Act] 1960 |
| 4 | To perform the Clerks annual appraisal   | LGA 1972 S112   |
| 5 | To review: <ul style="list-style-type: none"><li>• the Clerk's contract of employment terms, especially standard hours</li><li>• the Clerk role description</li><li>• the RFO role description</li></ul> | LGA 1972 S112   |
| 6 | To review the Clerk's pay scale  | LGA 1972 S112   |
| 8 | To consider approving additional Clerking hours to due to the additional meetings in April and June.   | LGA 1972 S112   |

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Dave Smith  
Clerk to the Council  
Maple Cottage  
IP14 2JD

Date: 27/05/2020