



## **Staffing Committee Meeting Agenda**

**Membership:** Michael Maund- **Chair**  
Stuart Gulleford  
Diana Webb

Jonathan Greenwood  
Sandra Redgewell

You are hereby summoned to a Staffing Committee meeting of the Parish Council to be held on Tuesday 27<sup>th</sup> March 2024 at 12pm at the Meeting Room, Tiptree Community Centre, 1A Caxton Close, Tiptree.

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| 1. <b>Apologies for Absence</b>  | For Receipt          |
| 2. <b>Declarations of Interest</b>   | For Receipt          |
| 3. <b>Minutes of Previous Meeting – 29<sup>th</sup> June 2023</b>  | For Signature        |
| 4. <b>Exclusion of the Press and Public:</b><br>To RESOLVE that under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S5) of the Local Government Act 1972. | To Approve           |
| 5. <b>To Discuss and Approve Job Descriptions and Objectives for All Staff</b>   | To Discuss and Agree |
| 6. <b>To Discuss and Approve Staff Pay Scales</b>  | To Discuss and Agree |
| 7. <b>Chair to close the meeting</b>   | To Note              |

*Claire Newton*

Claire Newton  
Clerk to the Council  
20 March 2024