



BRINSLEY PARISH COUNCIL

Serving Our Community, Shaping Our Future

📍 Cordy Lane, Brinsley, NG16 5BY
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🌐 www.brinsley-pc.gov.uk
📱 ParishCouncilBrinsley

Friday 31st January 2025

To all Members of the Personnel Committee,

Councillors: Cllr R Herrett Bellamy, Cllr T Davies, Cllr E. Williamson, Cllr A. Rainbow and Cllr V Walking

Dear Councillor

Personnel Committee Meeting Thursday 6th February 2025 at 5 PM
Parish Hall, Cordy Lane, Brinsley

You are hereby summoned to attend a meeting of the **Personnel Committee** on the above date and time.
*Please apologise to the Clerk **before 9 AM** on the meeting day.*

Yours sincerely

Susan Stack

Locum Clerk to the Council

P25/01	Apologies for absence
P25/02	Exclusion of public and press According to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from the Meeting due to the confidential nature of transacting business.
P25/03	To discuss probation period for Caretaker and issue formal contract if appropriate
P25/04	To review Job descriptions for all roles: <ul style="list-style-type: none">• Clerk and RFO• Head Caretaker• Caretaker To issue formal consultation notices if appropriate
P24/05	To review pay scales in relation to impending increase in National Minimum wage for Head Caretaker and Caretaker for recommendation to Full Council
P25/06	To agree dates for Staff appraisals and nominate a member of the Committee to be in attendance
P25/07	Date of next meeting.

Brinsley Parish Hall, Cordy Lane, Brinsley, Nottingham. NG16 5BY

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