

A meeting of the '**Personnel & Data Protection Committee**' of **Blakeney Parish Council** will take place on: **Monday 25<sup>th</sup> November 2024 at 7pm** in the Parish Office.

*All Committee Members are hereby summoned to attend.*

*Tracey Bayfield*

Mrs Tracey Bayfield

Clerk of the Council

Dated: 15<sup>th</sup> November 2024

## **AGENDA**

1. *To receive & consider **Apologies** for absence.*
2. *To receive **Declarations of Interest** – In relation to any item on the agenda and any requests for dispensations.*
3. **Open Public Session** – to allow members of the public to address the meeting. *(Maximum of 15 minutes and up to 3 minutes per participant.)*
4. *To receive & approve the **Minutes** of the meetings held on;*
  - i) Monday 12<sup>th</sup> August 2024.
5. **Confidential Business – Exclusion of the Press & Public** – *To consider the following **proposal**; Due to the confidential nature of the business about to be transacted (detailed below), it is proposed that the press and public are now excluded and they are instructed to withdraw. (Admission to Meeting Act (Public Bodies) 1960.*
6. *To consider items in relation to the **Clerks Contract of Employment**; including;*
  - i) **General update - PAYE**
  - ii) **Flexible working** update
  - iii) **Salary** payment/job evaluation
  - iv) **Salary scale**
  - v) **NEST Pension** contributions
  - vi) **Contract of Employment**
  - vii) **Appraisal**

END