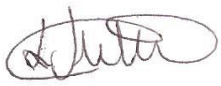
BOREHAM PARISH COUNCIL

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15 March 2022

To Members of the Staffing Sub Committee: Councillor Mr P Elkington, Councillor J Galley, Councillor Mr A Leach and Councillor E Stammers

You are hereby summoned to attend a Meeting of the Staffing Sub Committee of Boreham Parish Council in the Parish Office, Boreham, at 8.00pm on Monday 21st March 2022 for the purpose of transacting the following business:



…… Mrs L Miller Clerk to the Parish Council

AGENDA

1. **To appoint a Sub Committee Chairman.**

2. **To accept apologies for absence.**

3. **To accept Councillors' declarations of interest:**
   All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest.

4. **Public Participation Session**.

5. **To confirm the Minutes of the Staffing Sub Committee Meeting held on 1st March 2021.**

6. **To receive a motion to exclude the Press & Public from the following Agenda items on the Grounds of Confidentiality under S.1 of the Public Bodies (Admission to Meetings) Act 1960.**

7. **To review pay and conditions of all employees:**
   The NALC pay scales for 2021 have now been agreed (attached). The increase backdated to 1st April 2021 will be given in the March salary payments.

8. **To discuss any other staffing issues as follows:**
   Appraisals for all staff – have been carried out or are scheduled in next week.
   Hours of work for Assistant Clerk – increase hour to 20 from 1st April until 31st May to cover the additional work load generated by the Queens Platinum Jubilee and with the end of year accounts that will need to be prepared by the clerk during April and May.

There are no further scheduled meetings of the Staffing Sub Committee before the Annual Meeting in May 2022.