



# Banwell Parish Council

Banwell Youth and Community Centre,  
West Street, Banwell. BS29 6DB

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27<sup>th</sup> February 2024

Dear Member,

**You are summoned to attend a Meeting of the Employment Committee at Banwell Youth & Community Centre, West Street to be held on Monday 4<sup>th</sup> March 2024 at 7:30pm.**

*Liz Shayler*

Clerk to the council

## A G E N D A

1. Apologies for absence
2. Members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the meeting of the Employment Committee held on the 5<sup>th</sup> of January 2024 (pages 1 & 2).
4. Exclusion of the press and public. (The Committee is recommended to resolve that members of the press and public be excluded from the meeting during consideration of agenda item 6 & 7 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).
5. To undertake the Clerk's six-monthly appraisal (attached to email).
6. To undertake the annual review of the Clerks Salary (page 3).
7. To agree the date of the next meeting. 25<sup>th</sup> / 26<sup>th</sup> March 2024

Members are reminded that the Committee has a general duty to consider the following matters in the exercise of any of its functions - Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.