



THE OLD FIRE STATION BACK STREET MUNDESELEY NR11 8JJ
TELEPHONE: 01263 720603

or 07483 113 726

EMAIL: clerk@mundesley-pc.gov.uk

Minutes of the Employment Committee meeting of Mundesley Parish Council held in the Coronation Hall, Mundesley on **Friday 13th August 2024** at 2.00pm

Committee members present: Cllrs J Barnes (Chair), R Dickinson , J Holliman, C Spencer.

By invitation: Cllr B Reynolds.

Clerk: Mrs Sarah Hunt

1. Apologies.
Apologies were RECEIVED and ACCEPTED from J Broach away.
2. Declarations of dispensation for matters on the agenda.
None.
3. The minutes from the meeting held on July 17th 2024 were AGREED to be signed at a later date.
4. Public forum.
None present.
5. It was RESOLVED under the Public Bodies (Admission to Meetings) Act 1960 that the press and public be excluded during the discussion of the following items due to their confidential nature.
6. The recommendations from the Interview Panel following interview selection process to the post of Parish Clerk were RECEIVED and APPROVED. The appointment to be subject to satisfactory references being received.
7. The Contract and Terms of Employment were AGREED. To be issued with offer letter alongside Job Description.
8. Associated Business.
Temporary Clerk to cease on 13th October. Locum Clerk to receive handover and support new clerk. LGPS to be paid to Locum Clerk from 1st September 2024.