



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

Tel: 0115 933 5808, Email: clerk@rotpc.com, Web: www.rotpc.com

Thursday, 06 July 2023

Dear Councillor,

You are invited to attend a meeting of the **Personnel and Wages Sub-Committee** which will be held on **Monday 10 July 2023** commencing at **19.00** in the Radcliffe Room, **The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.**

In the interests of transparency, the council asks that any person wishing to record the meetings proceedings informs the Chairman prior to the start of the meeting and that recording equipment is on view.

Belina Boyer
Parish Clerk/RFO

Committee Members: Cllr O Bere (chair), Cllr S Clegg, Cllr A McLeod, Cllr P Thomas, Cllr M Douglas-Kirk

Agenda no	Agenda Item title	Power/Regulation
P&W24/013	To note apologies for absence.	Local Government Act 1972, s85 (1) & Sch 12, p40.
P&W24/014	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	Localism Act 2011, s31.
P&W24/015	To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, s33.
P&W24/016	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	Public Bodies (Admissions to Meetings) Act 1960 1 (2)

Agenda no	Agenda Item title	Power/Regulation
P&W24/017	To note a verbal update by the clerk.	
P&W24/018	To receive the minutes of the previous Radcliffe-on-Trent Personnel and Wages Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Personnel and Wages Sub-Committee meeting 14 June 2023	Local Government Act 1972, Sch 12, p41 (1).
P&W24/019	To note the resignation by a member of staff. . Paper B. Exclusion of Public and press recommended due to the personal nature of the items under discussion.	Local Government Act 1972, s. 112
P&W24/020	To consider a recruitment pack for a vacant position and agree a recruitment timetable. Paper C. Exclusion of Public and press recommended due to the personal nature of the items under discussion.	Local Government Act 1972, s. 112
P&W24/021	To consider approving mandatory and further training and professional development for all staff. Paper D. Exclusion of Public and press recommended due to the personal nature of the items under discussion	
P&W24/022	To consider and approve key priorities for the Clerk to action in the short term (to follow) Exclusion of Public and press recommended due to the personal nature of the items under discussion	Local Government Act 1972, s. 112
P&W24/023	To consider The date and time for the Clerk’s intermediary probationary review meeting (3 months). Paper F Exclusion of Public and press recommended due to the personal nature of the items under discussion	Local Government Act 1972, s. 112
P&W24/024	To receive any items for notification to be included on a future agenda – for information only	
P&W24/025	To agree the date and time of the next Personnel and Wages Sub-Committee meeting.	Local Government Act 1972, Sch 12, p10 (2)(a)