



DUFFIELD PARISH COUNCIL

Parish Clerk: Mrs Fay Craig

Duffield Parish Council, The Cemetery Lodge, 43 Hazelwood Road,
Duffield, Derbyshire, DE56 4DQ

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To: The Members of Duffield Parish Council Staffing Committee

6th November 2024

Dear Councillor

Members of the Staffing Committee are summoned to attend a meeting to be held at Cemetery Lodge, 43 Hazelwood Road, Monday 11th November **2024 at 3.30pm** for the purposes of considering and resolving the business to be transacted as set out in the following Agenda.

Yours sincerely

F Craig

Fay Craig - Parish Clerk

AGENDA

S1124/01	To receive apologies for absence
S1124/02	To record Declaration of Members Interests in any item to be discussed.
S1124/03	To confirm that Agenda items 05, 06 and 07 should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: <i>"In view of the confidential and personal nature of items 05, 06 and 07 it is resolved to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the items."</i>
S1124/04	To receive and approve the Minutes of the Staffing Committee Meeting held on 6th March 2023 as a true record.

CONFIDENTIAL ITEMS – STAFFING MATTERS

S1124/05	Staff Appraisals To consider the results and any feedback from the 2024 Annual Staff Appraisals for the Clerk, RFO, Assistant Clerk, Admin Assistant, Village Warden and Parish Groundsman.
S1124/06	Incremental Salary Progression 2025/26 To consider and decide upon the application of incremental salary progression where relevant and implications for the salary budget 2025/26.
S1124/07	Employment Contracts To approve a proposed amendment to staff Employment Contracts
S1124/08	Legislative Changes To consider recent and proposed changes to employment legislation and to agree any necessary amendments to procedure and policy.