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##### **Councillors Lisa Bayley, , Michele Berkeley, Alan Briggs.**

##### are hereby summoned to attend

###### **Nash Mills Parish Council Meeting**

###### **Monday 13th January 2025 6.30pm**

**Nash Mills Village Hall, Lower Road, Hemel Hempstead.**

**To transact the business on the following agenda**

###### **The meeting is open to members of the public and press however should the items being discussed be deemed to be confidential council may resolve to move to a closed session.**

Please note that meetings may be recorded.

###### *Nikki Bugden*

###### Mrs N Bugden

###### Clerk to Nash Mills Parish Council – 6th January 2025

###### **AGENDA**

### **25/001/PC Appoint chairman**

To appoint Chairman for this meeting

### **25/002/PC Apologies**

To receive apologies for absence

### **25/003/PC Interests**

### To receive declarations of interest from councillors on items on the agenda

### To receive written requests for dispensations for declarable interests; and

### To grant any requests for dispensation as appropriate

### **25/004/PC Minutes**

To confirm the minutes of the following meeting(s) as a true and accurate record of proceedings.

*Please note that these minutes were reported to full council in December 2019 but as there has not been a formal personnel meeting since that date the minutes will be duly signed here.*

**11th November 2019**

### **25/005/PC Resignation of Clerk / RFO**

* To formally accept the resignation of the current clerk/RFO at 31/12/2024 (end date 31/3/2025)
* To consider approval of payment in lieu of holiday/additional hours
* To consider if council may wish clerk to act as locum support to a new clerk (to be negotiated)

### **25/006/PC Recruitment of new clerk/RFO**

To determine the criteria for the new clerk to enable the existing clerk to raise a job advertisement

*Criterion to include but not limited to Contract terms/Job description/Hours/Salary scales/Pension provision*