



NASH MILLS

PARISH COUNCIL

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Minutes

Nash Mills Parish Council Personnel Committee Meeting

Monday 10th March 2025 7.15pm

Nash Mills Village Hall, Lower Road, Hemel Hempstead.

AGENDA

25/007/PC Appointment of Vice Chairman
To appoint the vice chairman personnel

Resolved that Cllr Alan Briggs be appointed Vice-Chairman Personnel. Unanimous decision.

25/008/PC Apologies
To receive apologies for absence
Cllr Maddern sent apologies which were duly noted.

25/009/PC Interests
a. To receive declarations of interest from councillors on items on the agenda
b. To receive written requests for dispensations for declarable interests; and
c. To grant any requests for dispensation as appropriate
None

25/010/PC Minutes
• To confirm the minutes of the following meeting(s) as a true and accurate record of proceedings.
13th January 2025

Resolved that the minutes were confirmed as a true and accurate copy, and they were duly signed.
Unanimous decision.

25/011/PC Resignation of Clerk / RFO
• To note the final payment to be made in lieu of remaining leave (as approved January 2025)
Resolved that the leave payment be noted (as reported in the agenda pack to full council). Unanimous decision.

25/012/PC Recruitment of new clerk/RFO
• To approve the contract and terms for the new clerk (inc SCP and hours)
• To receive and approve the reference(s) received for the new clerk
• To approve the recommendation to full council to appoint the successful applicant to the role of Clerk/RFO for 24 hrs per week on an annualised hours contract.

Chairman Initial

Resolved that the new clerk be recommended to be appointed following satisfactory references on the terms contained within the contract circulated to the committee. Employment commencement date 1/4/2025. 24 hours per week on an annualised hours contract. Salary range LC2 SCP 18. Pension arrangements as listed within the contract. Unanimous decision.

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Signed Chairman Personnel
Date .../.../...

DRAFT