



Landford Parish Council

By Order of Melanie Camilleri, Clerk & RFO

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28 September 2022

Dear **MEMBER OF LANDFORD PARISH COUNCIL HR COMMITTEE**

You are hereby summoned to attend an

HR COMMITTEE MEETING

on **Monday 03 October 2022 at 7:15pm**

in the **Nomansland Reading Room**

To transact the following business.

The public and press are welcome to attend.

AGENDA

HR 01/22 Apologies for Absence

HR 02/22 Declarations of interest

HR 03/22 To consider resolving that Agenda item HR 04/22 will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the confidential nature of the business to be transacted.

HR 04/22 Clerk/RFO

- i) determine the no. of hours worked beyond the no. of contracted hours (since April 2022) and calculate the overtime payment due
- ii) review and agree the no. of contracted hours required of the role per week in recognition the demands of the role have changed
- iii) review the single salary point ('spot salary') within the NALC SCP pay scales (in accordance with HR Committee Meeting Minute HR 04/21 13 May 2021)

And resolve to submit recommendations on points i), ii), and iii) for full council's approval at the **Landford Parish Council Meeting on Wednesday 12 October 7:15pm.**