

**Councillors are hereby summoned to attend the  
STAFFING COMMITTEE MEETING of PORTREATH PARISH COUNCIL  
on Monday 18<sup>th</sup> November 2024, to be held at Mary's Church Hall, 7:00pm**

**A G E N D A**

- 1. Chairman's Welcome**
- 2. To confirm the minutes of the meeting held on Thursday 23<sup>rd</sup> September 2024**
- 3. To Receive Apologies**
- 4. Declaration of Interests**
- 5. Public Participation Session**, when members of the public may raise matters with Councillors
- 6. To note the 2024 Local Government Services, Pay Agreement, applicable to all employees from the 1<sup>st</sup> April 2024**, authorise any action and consider associated expenditure
- 7. To resolve under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed**
- 8. To approve the payment of the additional hours that the Clerk has worked up to this point in 24/25**, authorise any action and consider associated expenditure
- 9. To approve the benchmarking of the Clerks Salary Scale Point inline with contractual obligations to reflect the increased responsibilities that the opening of the new office and community hub will bring, effective from the 1<sup>st</sup> January 2024**, authorise any action and consider associated expenditure
- 10. To appoint a candidate from the shortlisted applicants to the role of Assistant to the Clerk who will be employed under the new model contract on SCP 5-6**, authorise any action and consider associated expenditure
- 11. To agree that the new model contract**
- 12. To agree the date of the next meeting**, as required
- 13. Close of Meeting**

Chairman - Councillor Mr S Goodwin

*L. B. Jose*  
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