



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
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Dear Member,

You are summoned to the Meeting of the Employment Committee to be held at 6.30 pm on Monday 18 July 2022 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 12.07.22

AGENDA

1. APPOINTMENT OF CHAIRMAN.

To receive nominations for and elect the Chairman of the Finance Committee for the forthcoming year.

2. APOLOGIES FOR ABSENCE.

To receive and note apologies for absence as reported to the clerk.

3. DECLARATIONS OF INTEREST.

Members are invited to declare any interests they may have in any items on this agenda as per the Code of Conduct.

4. MINUTES.

To approve the Minutes of the meeting held on 27 September and 18 October 2021.
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5. ADMINISTRATION OF PAYROLL.

To consider alternative options for the processing of payroll, to include online programs or outsourcing.

6. PAY REVIEW.

To consider a pay review for one member of staff in line with the National Living Wage.

7. STAFF MOBILE PHONE COSTS.

To consider the cost of staff mobile telephones.

8. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on Monday 21 November 2022.