

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

**Office Hours**  
Monday & Thursday  
9.30 – 12.30  
or by appointment

**COUNCIL OFFICE**  
**THE PARADE**  
**BOX**  
**CORSHAM**  
**WILTS SN13 8NX**

Telephone: 01225 742356  
Fax: 01225 744049

7<sup>th</sup> November 2022

Dear Councillor,

You are summoned to a meeting of the **Personnel Committee** to be held at **the Parish Council Offices** on **Monday 14<sup>th</sup> November 2022** commencing at **7.30 pm** to consider the following Agenda.

Yours sincerely

*M.S. Carey*  
**Margaret Carey**  
**Clerk**

## **A G E N D A**

1. To receive any apologies for absence
2. List of outstanding jobs - update  
Work Experience Student – update  
Training - update
3. Office Equipment Review – Invite Cllr Ingledew to discuss his report

**Members of the public will be excluded for any confidential items in accordance with the Public Bodies (admission to meetings) Act 1960**

6. Items for discussion:
  - To recommend the Statutory Pay Award for backdated to 1<sup>st</sup> April 2022
  - Update on any outstanding issues from the meeting held on 31<sup>st</sup> October following the budget setting meeting
7. Date of next meeting – 23<sup>rd</sup> January 2023