

Meopham Parish Council

St Johns Centre, Wrotham Road, Meopham, Kent, DA13 0AA - Tel: 01474 813779

Email: enquiries@meopham-pc.gov.uk

Website: www.meopham-pc.gov.uk



To members of the Personnel Committee of Meopham Parish Council

You are hereby summoned to attend a meeting of the **Personnel Committee** of **Meopham Parish Council** on **Tuesday 10th December 2024** at **6:00pm** to be held at Harvel Village Hall, Harvel, DA13 0DS.

Yours faithfully

Lisa Winter

Lisa Winter

Proper Officer and Responsible Financial Officer

Date of Issue: Thursday 5th December 2024

AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests for this meeting

CLOSED SESSION

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

3. **Grievance**
 - 3.1 **Independent Investigation Report:** To receive the report.
 - 3.2 **Settlement Offer:** To accept the terms proposed at 4.8 of the report.
 - 3.3 **Compensation:** To authorise CHRGS to negotiate the settlement payment up to an agreed figure.
 - 3.4 **Agreement:** To authorise CHRGS to secure the compromise agreement to be signed by all parties on behalf of the Parish Council and to agree the Proper Officer be given delegated authority to pay the fees incurred including the legal fees of the claimant.
 - 3.5 **Resignations:** To authorise the Proper Officer to receive and accept the formal resignations upon completion of the agreement and pay the agreed settlement.
 - 3.6 **Recommendations:** To agree the grievance recommendations as set out in 7.2 of the report (only required if the terms of 4.8 fail to be agreed and the claim proceeds to Employment Tribunal).