

## DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE PERSONNEL COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON WEDNESDAY 14<sup>TH</sup> SEPTEMBER 2011 AT 7.30PM

Ditton Community Centre  
Kilnbarn Road,  
Ditton  
AYLESFORD  
Kent ME20 6AH

(Mrs) Nicola Greenaway  
Clerk of the Council

Tel: 01732 844749

8<sup>th</sup> September 2011

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### **AGENDA**

1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATIONS OF INTEREST**

4. **FINANCE**

(a) Analysis of income and expenditure to 31<sup>st</sup> August 2011 (available at meeting)

(b) National minimum wage increase

5. **STAFF AND COUNCILLORS PRE-CHRISTMAS SOCIAL GATHERING**

Date and Venue

6. **ESTIMATES FOR FINANCIAL YEAR 2011/2012**

(a) 2012/2013 Estimates – Draft herewith

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Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.  
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(b) Staff Salaries for 2012/2013

7. **STAFF MATTERS**

(a) Office

- (i) Toilet facilities
- (ii) Future Staffing Requirements

(b) Other Staff Matters

8. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes to enable members of the public to raise any items for the Council's attention, however, because of the confidential nature of some of the items on this Agenda part of the meeting will exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.