

REPORT TO PICKMERE PARISH COUNCIL

6th December 2022

AGENDA ITEM 9.4 RESIGNATION OF CLERK AND RESPONSIBLE FINANCIAL OFFICER

1. REPORT

- 1.1 On 1st December 2022, your Clerk gave notice of his resignation from his posts as Clerk and RFO to the Council. Nominally the notice period is one month. However your Clerk has indicated that he would be willing to remain in the post for a period of up to two months from 1st December to permit a replacement to be found.
- 1.2 It should be noted that in seeking a replacement it will be necessary to review the salary scale to be advertised as against the responsibilities of the post and the possible experience of a replacement candidate.

2. RECOMMENDATION

- 2.1 That the report be noted and that a sub-group of the Council be asked to meet and to make appropriate arrangements to seek a replacement Clerk and RFO, including authorisation to write an appropriate job description/definition and to define an appropriate salary scale as the basis of any job advertisement.

Jack Steel
Clerk to the Parish Council