

**AUCKLEY PARISH COUNCIL**

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**THE STAFFING COMMITTEE MEETING OF AUCKLEY PARISH COUNCIL WILL BE HELD ON**  
**WEDNESDAY 10<sup>TH</sup> OF JULY 2024, AT AUCKLEY JUNIOR AND INFANT'S SCHOOL,**  
**COMMENCING AT 5.45PM.**

**AGENDA**

1. TO ELECT A CHAIRMAN
2. NON-ATTENDANCE OF COUNCILLORS
  - a) To receive and note apologies from councillors (on the Committee) who are unable to attend the meeting
  - b) To consider reasons for absence provided by councillors (on the Committee) who cannot attend and resolve the council's committee's acceptance of these if felt relevant.
3. TO RECEIVE DECLARATIONS OF OTHER INTERESTS AND ANY AMENDMENTS
4. TO DETERMINE EXCLUSION OF THE PUBLIC AND PRESS
5. TO APPROVE MINUTES OF THE STAFFING COMMITTEE HELD 13<sup>TH</sup> MARCH 2024
6. TO RECEIVE RESIGNATION OF HANDYMAN
  - a) To Consider any necessary payments in lieu of unused leave
7. TO DISCUSS THE POSITION OF A TEMPORARY REPLACEMENT HANDYMAN PENDING THE POST BEING ADVERTISED
8. TO CONSIDER ARRANGEMENTS FOR THE RECRUITMENT OF A HANDYMAN
9. TO DETERMINE ARRANGEMENTS FOR THE APPRAISAL OF THE CLERK
  - a) The circulation of the proforma in September
  - b) Appraisal as part of October Staffing Committee meeting
10. TO RECEIVE ITEMS RAISED BY THE CLERK
  - a) To consider the equal sharing of training costs with Blaxton Parish Council
  - b) To consider additional payment for training time for CILCA
11. TO REVIEW THE STAFFING COMMITTEE TERMS OF REFERENCE (ENCLOSED)
12. TO CONFIRM DATE AND TIME OF NEXT STAFFING COMMITTEE MEETING- TO BE HELD ON WEDNESDAY 9<sup>TH</sup> OCTOBER AT AUCKLEY PARISH CENTRE, COMMENCING AT 6.00PM.

Emma Lear (Clerk)

4<sup>th</sup> of July 2024

