

AUCKLEY PARISH COUNCIL

Mobile: 07857 568268

Email: clerk@auckleyparishcouncil.gov.uk

Website: www.auckleyparishcouncil.gov.uk

**THE STAFFING COMMITTEE MEETING OF AUCKLEY PARISH COUNCIL WILL BE HELD ON
WEDNESDAY 13TH OF NOVEMBER 2024, AT AUCKLEY PARISH CENTRE, COMMENCING AT
6.00PM.**

AGENDA

1. 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.
2. TO RECEIVE DECLARATIONS OF OTHER INTERESTS AND ANY AMENDMENTS
3. TO DETERMINE EXCLUSION OF THE PUBLIC AND PRESS
4. TO APPROVE MINUTES OF THE STAFFING COMMITTEE HELD 7TH OCTOBER 2024
5. TO RECEIVE AN UPDATE ON THE INDUCTION OF THE SITE SUPERVISOR
6. TO DETERMINE ARRANGEMENTS FOR THE APPRAISAL OF THE CLERK
7. TO CONSIDER THE LONE WORKING POLICY FOR RECOMMENDATION
8. TO CONSIDER THE EMPLOYER'S CONTRIBUTION TO THE SITE SUPERVISOR'S PENSION
9. TO CONSIDER TRAVEL ARRANGEMENTS OF THE CLERK POST MEETING
10. TO RECEIVE ITEMS RAISED BY THE CLERK
 - a) Storage of files in the pavilion
11. TO REVIEW THE STAFFING COMMITTEE TERMS OF REFERENCE (ENCLOSED)
12. TO CONFIRM DATE AND TIME OF NEXT STAFFING COMMITTEE MEETING-

Emma Lear (Clerk)

6th of November 2024

