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NOTICE IS HEREBY GIVEN that a meeting of Personnel Advisory Committee Kippax Parish Council to be held **Monday 8th August 2022 at 7pm** in the Valley Ridge Community Centre

The business to be transacted at this meeting is set out below

D Meir

Kippax Parish Council Clerk & Proper Officer
Friday 22nd July 2022

AGENDA

001/PR/2223. Election of Chairman and Vice Chairman

- a. To receive nominations and elect a Chairman
- b. To receive nominations and elect a Vice Chairman

002/PR/2223. Apologies:

- a. To note apologies received and approve any reasons for absence

003/PR/2223. To Note any Declarations of Interest:

- a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

004/PR/2223. Meeting of Personnel Advisory Committee held 27th July 2021

- a. To approve minutes of the meeting of Personnel Advisory Committee held 27th July 2021 as a true and accurate record of that meeting.

To consider exclusion of the press and public by virtue of Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed (agenda item 005/PR/2223)

005/PR/2223. Appraisals and Training

- a. To consider the clerks appraisal reports and agree any actions
- b. To consider the caretakers appraisal reports and agree any actions
- c. To receive an update on the Clerks CILCA training and agree any actions

006/PR/2223. Environmental Impact

- a. To consider the environmental impact of the work of the Committee and agree any actions.

007/PR/2223. Next Meeting

- a. To notify the Clerk of matters for inclusion on the agenda for the next meeting
- b. To consider date of next meeting of Personnel Advisory Committee

