



www.kippax-pc.gov.uk/

NOTICE IS HEREBY GIVEN that a meeting of the Personnel Advisory Committee to be held **Monday 4th March 2024 at 6:30pm** in the Valley Ridge Community Centre

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

D Meir

Kippax Parish Council Clerk and Proper Officer
Tuesday 27th February 2024

AGENDA

012/PR/2324. Apologies:

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

013/PR/2324. 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

014/PR/2324. Meeting Minutes

- a. To approve minutes of the extraordinary meeting of the Personnel Advisory Committee held 13th November 2023 as a true and accurate record of that meeting.

015/PR/2324. Personnel Policies

- a. To consider and recommend to full council to approve the proposed amendments to the appraisal policy.
- b. To consider and recommend to full council to approve the proposed amendments to the training policy.
- c. To consider and recommend to full council to approve the proposed amendments to the annual leave request form.

016/PR/2324. Training

- a. To consider and approve the clerks request for social media training.

017/PR/2324. 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