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NOTICE IS HEREBY GIVEN that a meeting of the Personnel Committee is to be held **Tuesday 4th March 2025 at 8pm** 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
Wednesday 26th February 2025

AGENDA

023/PR/2425. Apologies:

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

024/PR/2425. 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

025/PR/2425. Meeting Minutes

- a. To approve the minutes of the meeting of the Personnel Committee held 10th December 2024 as a true and accurate record of that meeting.

026/PR/2425. Reviews

- a. To review the Personnel Committee's terms of reference and make recommendation to Full Council
- b. To review the payroll provider's performance and make recommendation to Full Council
- c. To review the council's pension arrangements and make recommendation to Full Council

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 in item 027/PR/2425.

027/PR/2425. Clerk's Hours

- a. To review the Clerk's increased hours and agree any actions or recommendations for Full Council

028/PR/2425. 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 Committee