



www.kippax-pc.gov.uk/

NOTICE IS HEREBY GIVEN that a meeting of the Personnel Committee is to be held **Tuesday 2nd September 2025 at 8pm** in St. Mary's Lower Church Hall.

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

D Meir

Kippax Parish Council Clerk and Proper Officer
Friday 15th August 2025

AGENDA

007/PR/2526. Apologies:

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

008/PR/2526. 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

009/PR/2526. Meeting Minutes

- a. To approve the minutes of the meeting of the Personnel Committee held 3rd June 2025 as a true and accurate record of that meeting.

010/PR/2526. Policies

- a. To review the Recruitment and Selection Policy and make recommendation to Full Council
- b. To review the Recruitment of Ex-Offenders Policy and make recommendation to Full Council
- c. To review the Equal Opportunities Policy 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 (agenda items 011/PR/2526)

011/PR/2526. Appraisals and Training

- a. To consider the clerk's appraisal reports and personal development plan and agree any actions
- b. To consider the caretaker's appraisal reports and personal development plan and agree any actions

012/PR/2526. 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