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A meeting of the **Employment & Personnel Committee** will be held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on **Monday 5th February 2024 at 7.30pm**. All members of the Council are invited to attend. The meeting is open to the public. The business to be dealt with at the meeting is listed in the agenda. Prior to the start of the meeting, time will be allowed for informal discussion between members of the public and the Council. Any relevant matters could, if necessary, become agenda items at a future meeting.

AGENDA

1. To appoint a Chairman.
2. To appoint a Vice-Chairman.
3. To receive and accept apologies where valid reasons for absence have been submitted to the Clerk prior to the meeting.
4. **Declarations of Interests**
To receive any declarations of interest under the Localism Act 2011 being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation. Interests can be declared at any time during the meeting if they become apparent.
5. Clerk's Report
6. **Personnel Matters:**
 - a. To consider the increase in wages for members of staff to take effect from 1st April 2024.
 - b. To consider increasing the hours worked by the Administration Assistant to allow for studying to achieve the CiLCA.
 - c. To arrange a date for the Clerk's appraisal and appoint 3 members to complete it.
7. **Councillors' Reports**
Councillors' reports and items for inclusion on the next agenda. Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

Julie Murray

Julie Murray, PSLCC
Clerk to Welton-by-Lincoln Parish Council
29 January 2024