

A meeting of the **Employment & Personnel Committee** will be held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on **Monday 11<sup>th</sup> March 2024 at 6.30pm**. 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. Chairman's Remarks.
2. To receive and accept apologies where valid reasons for absence have been submitted to the Clerk prior to the meeting.
3. **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.*
4. To approve as a correct record the notes of the meeting held on the 5<sup>th</sup> February 2024 and authorise the Chairman to sign as the official minutes.
5. Clerk's Report
6. **Finance:**  
To receive a financial report to 29.2.24.
7. **Personnel Matters:**  
To consider the payment of fees and increasing the hours worked by the Administration Assistant to allow for studying to achieve the CiLCA.
8. **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.*
9. To resolve to exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, to allow consideration to be given to the following employment matters:
10. **Employment Matters:**  
To receive a report and recommendations from the Clerk's Annual Appraisal and salary review with effect from 1st April 2024.

*Julie Murray*

**Julie Murray, PSLCC  
Clerk to Welton-by-Lincoln Parish Council  
5 March 2024**