

Welton Parish Council

Personnel Committee

I hereby give notice of a meeting of Welton Parish Council Personnel Committee, to be held at St Helen's Church, Cowgate, Welton on **Monday 12th February 2017 at 7:00pm.**



Catherine Law, Clerk
clerk@weltonparish.co.uk
Tel: 07807 729549

AGENDA

1. To receive apologies for absence
2. To receive declarations of pecuniary or non-pecuniary interests
3. To approve the minutes of the meeting held on 6th April 2017 as a true record
4. To agree to close the meeting to public and press on the grounds of confidentiality
5. To receive report/feedback from the Clerk.
6. To agree arrangements for employee appraisal
7. To note additional hours worked and review timesheets agreeing any recommendations to Council
8. To consider additional work recently undertaken in view of new website and potential work relating to wind farm funding/grant.
9. To agree funding for Clerk training on ILCA (Introduction to Local Council Administration)
10. To note any other employment or personnel issues and agree action or recommendations to council.
11. To note date of next meeting as Tuesday 8th May 2018