

MARKYATE PARISH COUNCIL

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Clerk to the Council: Mrs V Tilley

Notice is hereby given that there will be a meeting of Markyate Parish Council Staffing Committee in the Y2K Hall, Cavendish Road, Markyate, AL3 8PS, on Friday 12th April 2024 at 12:00pm for the purpose of transacting the business set out in the agenda below.

Councillors are respectfully summoned to attend this meeting for the transaction of business in the agenda below.

Vicki Tilley
Clerk to the Council
8th April 2024

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

AGENDA

S01/24 To receive apologies.

S02/24 To receive any declarations of interest relating to items on the agenda:

- (a) To receive declarations of interest from councillors on items on the agenda.
- (b) To receive written requests for dispensations for declarable interests; and
- (c) To grant any requests for dispensation as appropriate.

S03/24 To confirm format of staff appraisals and set date to hold them.

Documents circulated: Bright HR appraisal form and Good Councillor's Guide to Employment from 'Employee Rights and Obligations' to 'Local Council Award Scheme'.

S04/24 To discuss and agree adoption of Model Contract for Clerk and Finance Officer, as circulated.

Public Bodies (Admissions to Meetings) Act 1960 That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the Press and Public be excluded during the items in Part II of the agenda for this meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

S05/24 To agree updating of Cleaner's contract with correct holiday entitlement.

S06/24 To agree corrections to Clerk and Finance Officer's contracts.

S07/24 To discuss and agree any changes to pay scale points, as circulated.