

Swillington Village Council
Clerk: Mrs K Goodare
Swillington Village Hall, Church Lane, Swillington, LS26 8DX
Email: clerk@swillingtonvillagecouncil.gov.uk



20th June 2023

You are invited to attend the next meeting of the Swillington Village Council Staffing Committee, to be held on **TUESDAY 27TH JUNE 2023** at 7pm in Swillington Village Hall.

A handwritten signature in black ink, appearing to be 'Ke'.

Mrs K Goodare (Clerk)

Members of the public are welcome to attend and must adhere to the rules set by the council for this session. Members of the public may be excluded for certain items.

AGENDA

Part 1

1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
2. 2.1 To receive apologies.
2.2. To approve reasons for absence given by councillors.
3. 3.1 To receive declarations of interest from councillors on items on the agenda.
3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.
3.3 To receive, consider and decide upon any applications for dispensation.
4. To consider and decide on the method of issuing payslips for council staff
5. To consider and decide on the process for the hiring of a keyholder for the Village Hall

Part 2

6. To resolve to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 for Part 2 of the agenda, due to the nature of the following business to be transacted being prejudicial to the public interest by reason of the confidential nature of the business.

7. Pension scheme
 - 7.1 To consider and decide on the Village Council's percentage rate of contribution to the Clerk's pension
 - 7.2 To consider and decide on additional employment benefits to be provided to/financed for the Clerk as part of a package
 - 7.3 Drafted letters to be issued to all council staff regarding their pension – to consider, amend as necessary, and approve

8. Appraisals
 - 8.1 To consider and decide on the completion of the Clerk's probationary period and any actions arising from this
 - 8.2 To review the current appraisal process for members of council staff and decide on any changes necessary

9. To notify the clerk of matters for inclusion on the agenda of the next meeting

Part 3

10. To confirm the date of the next meeting