

The Personnel Committee members are summoned to attend the meeting of South Killingholme Parish Council Personnel Committee which will be held on Monday 1st June 2026 commencing immediately after the Parish Council Meeting **in the Office at the Community Centre, Moat Lane, Sth. Killingholme.**

Dated: 27/05/26 Clerk: Hannah Hepworth To: Cllr J Hesketh, Cllr White, Cllr Haigh, Cllr Cook

AGENDA

PC2606/1 Election of Chair

To elect a Chair of the Personnel Committee for the year

PC2606/2 Apologies

PC2606/3 Declaration of interest

PC2606/4 Exclusion of Press and Public

- a) To note this meeting is only for members of the Personnel Committee
- b) To vote to exclude any members of the public / press / councillors from the meeting other than those on the Personnel Committee

PC2606/5 Minutes of last meeting

- a) To approve the minutes of the last Personnel Meeting

PC2606/6 Staffing

- a) To discuss and agree actions relating to staff appraisals
 - i) Staff appraisal of Clerk including times and
- b) To discuss and agree cleaner interviews
 - i) Shortlisting
 - ii) Interview panel
 - iii) Interview questions
 - iv) References
- c) To receive an update on any staffing issues and to agree the next steps

PC2606/7 Agenda items

To agree any agenda items for the next meeting

PC2606/8 Date and time of next meeting