

To: The Personnel Committee

You are hereby invited to attend the Meeting of South Killingholme Parish Council Personnel Committee which will be held on Tuesday 6th October 2026, commencing at 4.15pm at the Community Centre, Moat Lane, Sth. Killingholme.

Yours faithfully

Hannah Hepworth

Dated: 01/10/2026

AGENDA

PC2610/1 Apologies

- i) Apologies for absence, if any

PC2610/2 Declaration of interest

- a.) Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register. COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS
- b.) For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution

PC2610/3 Anyone who is not a member of the Personnel Committee will be asked to leave as this meeting is not open to the public

PC2610/4 Adoption of the minutes

- I) To agree the minutes from the last Personnel Committee Meeting

PC2610/5 Correspondence

To discuss and agree any actions relating to correspondence received

PC2610/6 Staffing

- I. To discuss and agree actions relating to the probation period for the cleaner
- II. To discuss and agree any actions arising from the Clerk's Appraisal and pay
- III. To discuss and agree actions relating to any issues which fall under the delegation of the Personnel Committee's Terms of Reference

PC2610/7 Future agenda items

To discuss and agree any future agenda items

PC2610/7 Date of next meeting

To confirm the date and time of the next Personnel Committee Meeting