



Personnel (Advisory) Committee Meeting Monday 26th February 2024, 2.00pm

AGENDA

- 1. To Receive Apologies for Absence**
- 2. To Receive any Declarations of Interest**
- 3. Village Groundsman**
 - a) To review the Job Description and Job Advert for publication.
 - b) To appoint members to undertake interviews.
 - c) To review employment documents:
 - (i) Risk Assessments
 - (ii) Contract of Employment
 - d) Consider submitting a request for delegated powers from full council for the full recruitment process of this position.
- 4. Clerk's Annual Appraisal**

To appoint 2 x members to undertake the Clerks Annual Appraisal and confirm date to be undertaken.