

EAST HALTON PARISH COUNCIL

Clerk: Mrs Hannah Hepworth, Pond House, Clarkes Road, North Killingholme
Tel: 07908 833239 email: easthaltonparishcouncil@outlook.com

TO: Cllrs. E. Reeve, J Hampson, J Winter

You are summoned to attend a Meeting of East Halton Personnel Committee to be held East Halton Village Hall on Wed 2nd September commencing at 4pm. Please inform the Clerk to the Council if you are unable to attend.

Mrs Hannah Hepworth
Clerk to the council

Date of issue: Thursday 27th August 2026

Please note that the Council has a formal, adopted policy for the recording of meetings. This is available from the Parish Clerk and anyone wishing to record the meetings must inform the Chairman and/or Clerk prior to the commencement of the meeting that they are going to do so.

Agenda

- PC2609/1 To receive any apologies for absence.**
- PC2609/2 To receive Declarations of Interest & note dispensations.**
(a) To record declarations of interest from members on items appearing on the agenda. Members should identify the agenda item and type of interest being declared.
(b) Dispensations – to note any dispensations given to any member of the Council in respect of an agenda item listed below.
- PC2609/3 Minutes of last meeting**
To approve the minutes of the last meeting
- PC2609/4 Exclusion of Press and Public**
To approve to remove any councillors, members of the public or other people who are not on the Personnel Committee
- PC2609/5 Clerk's Interviews**
i) To agree the arrangements for the Clerk interviews
ii) To agree the questions of the interviews
iii) To agree the minimum required training within 6 months of taking up post
iv) To discuss use of existing Clerk to work with the new Clerk if necessary
- PC2609/6 To confirm the date of the next meetings and to note any items for the agenda.**
To confirm date and time of the next Personnel Committee meeting
To note any agenda items to be included