



Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,
clerk@clipstoneparishcouncil.org 01623 626857

7 June 2023

To: Councillor J Fishwick
W Swiffin
R Spademan

Dear Councillor

You are hereby summoned to a Personnel Committee meeting of Clipstone Parish Council which will be held in the Village Hall, Church Street, Clipstone, NG21 9DF on **Wednesday 14 June 2023 at 7pm.**

The public and press are invited to attend.

Regards

Michelle Paxton

Clerk to the Council

AGENDA

CPC23/24 P1

Chairman

To receive nominations and elect a Chairman for the committee

CPC23/24 P2

Apologies

To receive apologies for absence

CPC23/24 P3

Declaration of Interest

To receive any disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda

CPC23/24 P4

Minutes

To approve and sign the minutes of the meeting held on 8 March 2023

(Appendix A)

CPC23/24 P5

Employees

- a) To note employees return to work following absence
- b) To note the Clerk’s probationary review and permanent appointment (ratified April PC meeting)
- c) To note the Responsible Financial Officer’s probation review and permanent appointment
- d) To note the Administration Assistants probation review and permanent appointment

CPC23/24 P6

Sick pay

To review, consider and recommend arrangements for employee’s sick pay (Appendix B)

CPC23/24 P7

Safeguarding

- a) To consider the introduction of a safeguarding policy (Appendix C)
- b) To consider conducting DBS check for employees

CPC23/24 P8

2023 Pay negotiations

To note the commencement of the National Joint Committee pay negotiations

CPC23/24 P9

Meeting dates

To confirm a quarterly cycle meeting schedule for the next civic year, with the next meeting on Wednesday 13 September 2023 at 7pm (Appendix D)