

Clerk to Porlock Parish Council
Office Tel: 01643 863350
clerk@porlockparishcouncil.gov.uk
www.porlockparishcouncil.gov.uk

PORLOCK



Parish Room
Old School Centre
PORLOCK
Somerset, TA24 8NP

Parish Council

Notice of an Extraordinary Meeting of the Parish Council

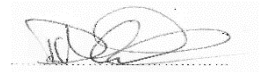
To all Councillors: You are hereby summoned to attend the above meeting at 6.30pm on Wed 31 January 2024 in the Parish Office

Dated 26 January 2024

A Health & Safety announcement will be made at the start of the meeting

This meeting will be recorded in accordance with NALC's Guidance on Recording of Parish Meetings.

AGENDA



Duncan McCanlis
Chair

- 1. Apologies for Absence – to receive apologies for absence (LGA 1972 s85 (1))**
- 2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations.**
Members to declare any interests they may have in agenda items and consideration of any prior requests from members for Dispensations (NB this does not preclude any later declarations) (LGA 1972 sch12, para 41(1))
- 3. To approve any items to be dealt with after the public, including the press, have been excluded.**
(Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960
- 4. Public Participation.**
This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate. (LGA1972 sch12, paras 10(2) (b)
- 5. Staffing**
 - i) To consider and approve the revised draft employment contract for the Clerk/RFO**
 - ii) To consider the introduction of a policy covering hybrid and flexible working**
 - iii) To approve the confirmed offer of appointment to the Clerk/RFO following review of references**
 - iv) To consider and approve the induction programme for the Clerk/RFO**
 - v) To consider and approve a budget for contracting the current Clerk to provide induction and hand-over beyond the last working day of her current employment contract**