


# TOLLER PORCORUM PARISH COUNCIL

LOCAL GOVERNMENT ACT 1972  
NOTICE IS HEREBY GIVEN OF A MEETING OF THE PARISH COUNCIL OF TOLLER PORCORUM

Dear Councillor,

You are hereby summoned to attend a Staffing Committee Meeting  
of Toller Porcorum Parish Council on

**Wednesday 13 May 2026 at 6:15pm at Toller Porcorum Village Hall**

 Parish Clerk, 6.05.2026

*Members of the press and public are to be excluded from part of this meeting as some items are confidential, relating to individual members of staff and are subject to the Public Bodies (Admission to Meetings) Act 1960. Some appendices will not be published as these too are confidential.*

## AGENDA

- SC26/05-1.** Elect chair of Staffing Committee
- SC26/05-2.** To receive and accept apologies for absence
- SC26/05-3.** To receive declarations of interest or any grants of dispensation
- SC26/05-4.** To accept the minutes of the Staffing Committee Meeting held 27 October 2025 (Appendix A)
- SC26/05-5.** Motion to exclude members of the press and public from the meeting as all further items are confidential, relating to individual members of staff, and are subject to the Public Bodies (Admission to Meetings) Act 1960
- SC26/05-6.** Annual appraisal of the clerk
  - i. Review and approve appraisal (Appendix B CONFIDENTIAL)
  - ii. Agree priorities for the clerk for 2026/27
- SC26/05-7.** Agree to recommend an increase in pay by one scale point to council
- SC26/05-8.** Review Homeworking Risk Assessment and decide any actions (Appendix C CONFIDENTIAL)