

# Charmouth Parish Council

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**17 October 2024**

**To: All members of Charmouth Parish Council's HR Committee**

**You are summoned to a Meeting of Charmouth Parish Council to be held in the Mallory Hayter Room, The Elms, St Andrew's Drive, Charmouth on Thursday 24 October 2024 at 9.30am when the following business will be transacted.**

Yours faithfully

**Lisa Tuck**  
**Parish Clerk**

## **AGENDA**

### **HR24/23 APOLOGIES FOR ABSENCE**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members must decide whether the reason(s) for a member's absence are accepted.

### **HR24/24 DECLARATIONS OF INTEREST**

Members to declare any interest they may have in agenda items that accord with the requirements of The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464).

### **HR24/25 MINUTES**

Approval of minutes of the committee meetings held on 14 August 2024 **(ATTACHED A)**.

### **HR24/26 WORKS MAINTENANCE OPERATIVE**

- (a) RESIGNATION;**
- (b) RECRUITMENT;**
- (c) END OF PROBATION PERIOD.**

### **HR24/27 STAFF WORKING PATTERN**

### **HR24/28 EMPLOYMENT CONTRACT REVIEW (ATTACHED B)**

### **HR24/29 WAGES BUDGET 2025/26 (ATTACHED C)**