



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. P021 4JF
Tel and FAX: 01243 263330 **E-mail:** clerk@aldwickparishcouncil.gov.uk
Chairman: Cllr Mr Guy Purser **Clerk:** Heather Knight

Dear Members,

You are duly summoned to a Staffing Committee meeting of Aldwick Parish Council that will be held on **Tuesday 6th January 2026 at 6.45pm**, at the Parish Offices, and all Committee Members are hereby summoned to attend.

H.V. Knight

Heather Knight (Mrs)

Clerk to the Parish Council

Dated: 23rd December 2025

Due to the nature of the business to be conducted (staffing/contractual matters), there will be a resolution to exclude press and public for items exempt from public viewing as being sensitive/confidential.

AGENDA

1. Apologies for Absence.
2. Declarations of Interest.
3. To elect a Vice Chairman of the Staffing Committee.
4. To approve as a correct record the Minutes of the Staffing Committee meeting held on 3rd September 2024 (attached)
5. To resolve to move to confidential business, requiring the exclusion of public and press (SO.3d refers)
6. To note completion of staff appraisals 2025 – Clerk and Chair of Council to report.
7. To conduct Annual Salary reviews.
8. To consider variation to Clerk's contracted hours of work, from 25 to 30 hours per week.
9. Date and time of next Staffing Committee Meeting.