



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. PO21 4JF

Tel: 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 15th September 2026 at 2.30pm**, 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: 9th September 2026

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 as being sensitive/contractual information.

AGENDA

1. Apologies for Absence.
2. Declarations of Interest.
3. To approve as a correct record the Minutes of the Staffing Committee meeting held on 6th January 2026 (attached).
4. To review Staff Sickness Absence Policy, updated following legislative change, and recommend to Council (attached).
5. To resolve to move to confidential business, requiring the exclusion of public and press (SO.3d refers).
6. To note and review completion of annual staff appraisals 2026 – Clerk and Chair of Council to report.
7. To conduct annual salary reviews and make any recommendations to full Council. To note 2026-27 national salary pay scales confirmed by NALC.
8. Date and time of next Staffing Committee Meeting.