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Clerk to the Council, Mrs Karen Harding

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To: Members of Kenwyn Parish Council Employment Committee

You are hereby requested to attend an Employment Committee meeting to be held on Monday 6th February 2023 at Shortlanesend Village Hall at 5pm.

AGENDA

1. To receive apologies for absence
2. To receive any declarations of interest from Members
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kenwyn Parish Council Code of Conduct for Members and by the Localism Act 2011.

The remainder of this meeting will be subject to - S100a LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – may apply for part of this item

3. To consider advice from Cornwall Association of Local Councils as follows
 - That the council confirms the details of a scheme of delegation for minor repair works and how approval is given at various levels of expenditure (already delegated to the Clerk by way of the Contract of Employment)
 - That the council reviews the specification of work undertaken by the preferred contractor and in due course considers how to formalise this arrangement by agreement
4. To make recommendations following the discussions to the Full Council Meeting on 13th February 2023
5. Any other item the Chairman deems as urgent

Yours faithfully,

Mrs Karen Harding
Clerk to Kenwyn Parish Council