



**Laughton-en-le-Morthen Parish Council**

**The Village Hall**

**Firbeck Avenue**

**Laughton-en-le-Morthen S25 1YD**

**Clerk: Mrs C J Havenhand**

**Telephone - 01709 528823**

**Email: [clerk@laughtonparishcouncil.gov.uk](mailto:clerk@laughtonparishcouncil.gov.uk)**

Notice of a staffing committee meeting of Laughton-en-le-Morthen Parish Council to be held on Wednesday 17<sup>th</sup> June 2026 at 6.00 pm.

The meeting will be held in the Village Hall committee room.

This meeting is open to the public by virtue of the Public Bodies (Administration to Meetings) Act 1960 s1.

Yours Faithfully

Mrs Caroline Havenhand

Clerk and Financial Officer

12<sup>th</sup> June 2026

Apologies for absence should be notified to the Clerk prior to the meeting.

Staffing Committee Meeting

Wednesday 17<sup>th</sup> June 2026

**AGENDA**

1. To receive and approve reasons for absence.
2. To receive declarations of interest in respect of business on the agenda
3. To authorise the chairman to sign the minutes of the meeting held on 25<sup>th</sup> July 2024, as a true and correct record.
4. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature of the business to be discussed.

**Public Participation Session – Comments or questions from members of the public**

5. To appoint a Vice-Chair to the Staffing Committee.
6. To agree terms of reference for the Staffing Committee or agree any recommended changes.

7. To appoint a member or members, to carry out the clerk's performance review.
8. To discuss and agree an increase in mileage rate from 45p per mile to 55p per mile in accordance with the new HMRC tax free limit.
9. To review the clerk's current hours and remuneration, to note that the National Salary Award due 1<sup>st</sup> April 2026 has not yet been agreed.
10. To set the time and date of the next staffing meeting.

Caroline Havenhand

Clerk – Laughton-en-le-Morthen Parish Council

### **PUBLIC PARTICIPATION**

Following completion of the first business (election of Chairperson/receipt of declarations of Acceptance of office as necessary) and information on the recording of meetings, the Parish Council will invite members of the public to put questions on relevant parish matters or to make statements appertaining to items on the agenda for the meeting, prior to the commencement of other business. This is for a period of up to 15 minutes.