



ARMTHORPE
PARISH COUNCIL

25th November 2025

Dear Councillor,

Notice is hereby given that a meeting of the Staffing Committee will be held at Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe on Tuesday 2nd December at 6pm, when attendance is required.

Yours Sincerely

Sarah Youngman
Clerk to the Council

AGENDA

1. To consider the extent, if any, to which the public and press are to be excluded from the meeting.
2. Declarations of Personal and Prejudicial Interest, if any.
3. To receive apologies for absence.
4. To consider for approval the reasons given for absence.
5. To approve the Minutes of the meeting of the meeting held on 30 June 2025 (enclosed).
6. Clerk Salary Review:
 - i. To review the report provided by YLCA and agree further actions (enclosed).
7. Staff Training:
 - i. To consider the cost for staff to gain First Aid at Work qualifications (enclosed).
 - ii. To consider the cost for staff to gain Level 2 Food Safety qualification (enclosed).
 - iii. To consider the cost for staff and Council members to complete Data Protection Training (enclosed).
8. Staffing Costs
 - i. To consider the request from the Deputy Clerk for the reimbursement of membership fees (enclosed).
 - ii. To consider the providing the Community Clean up Champion with a SIM card for work use only.
9. Facilities manager.
 - i. To receive an update on the role profile and associated costs.