STAINTONDALE PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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23rd November 2026

TO: Councillors Agar, Broadhurst, Darrington, McEwen, Maynard, Terry

You are summoned to attend an Extraordinary Meeting of the above named Parish Council which will be held in Staintondale Village Hall on Friday 27th November 2026 at 7.30pm.

Yours sincerely

W. Terry

Cllr. W. Terry
Chairman of the Parish Council

1. To receive apologies for absence given in advance of the meeting.
2. To consider the approval of reasons given for absence.
3. To receive member's declarations of interest in items of business on this agenda.
4. Exclusion of Public on the grounds the matters to be discussed relate to sensitive financial and staffing matters.
5. To receive a letter sent to all councillors by the Clerk to Council in respect of various employment matters, consider and determine decisions on the following requested matters:-

   5.1. Consider and review clause 9.5 of the Clerk's contract which has remained unchanged since 2006 and agree appropriate action

   5.2. Agreement to pay the HMRC guideline homeworking amount of £26 per month (£312 annually), subject to the applicable HMRC conditions and agree appropriate action.

   5.3. Confirmation of the arrangements for clause 9.6 of the Clerk's contract following the provision of a Council-owned laptop in September 2026 and agree appropriate action.

   5.4. Consider clause 9.1 of the Clerk's contract and agree appropriate action.

   5.5. Discuss the Council's responsibility for the provision, maintenance and replacement of storage facilities for Council property held at the Clerk's home and agree appropriate action.

   5.6. Consider clauses 9.2, 9.3, 9.4 and 9.7 of the Clerk's contract which relate to arrangements for reimbursement of other reasonable expenses arising from the provision of the Council's office at the Clerk's home and agree appropriate action.

6. To consider other matters relating to the Clerk's contract as follows:-

   6.1 Discuss contract updates since 2006 which have been agreed in the Council's minutes and implemented and agree appropriate action.
   6.2 Consider whether annual leave and sick pay as per the Green Book should be documents in the Clerk's contract and agree appropriate action.

   6.3 Consider arrangements for Annual Appraisal/Development Review (as per clause 10.1) and agree appropriate action.

   6.4 Consider health and safety aspects of clause 9.9 of the Clerk's contract and agree action as appropriate.