

## HOLME ABBEY PARISH COUNCIL

Website: [holmeabbey-pc.gov.uk](http://holmeabbey-pc.gov.uk)

Date: 12 June 2026

**Councillors:** You are summoned to attend an Extraordinary Meeting of Holme Abbey Parish Council on Friday 19 June 2026 in the Community Sports Pavilion which commences at 7.00pm for the purpose of transacting the business itemised below.

**Members of the Public:** Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### AGENDA

1. **Apologies for absence** – to receive apologies
2. **Requests for Dispensations, Declarations of interest, Gifts and Hospitality** – to receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council’s Code of Conduct, and to note any gifts and hospitality.
3. **Public participation with regard to items on the agenda** – to receive questions from members of the public relating to items on the agenda, in accordance with the Council’s code of conduct and standing orders
4. **Governance**  
**Policy Adoption** – to review and adopt the following Council-wide policies
  - a. **Recruitment Policy**  
To approve the Recruitment Policy for use in the appointment of the new Clerk.
  - b. **Equality and Diversity Policy**  
To approve the Equality & Diversity Policy, which applies to all areas of the Council’s work including service delivery, representation, community engagement and employment.
5. **Staffing Committee**
  - a. **Establishment of Staffing Committee**  
To resolve to establish a Staffing Committee under s.102 of the Local Government Act 1972.
  - b. **Terms of Reference**  
To approve the Staffing Committee Terms of Reference (as circulated).
  - c. **Appointment of Members**  
To appoint three councillors to the Staffing Committee
6. **Staffing Committee Meeting**  
To note that the Staffing Committee will meet immediately following the close of this meeting to begin recruitment of the new Clerk.

*Councillors are reminded of their obligations under the Code of Conduct, including declaring any relevant interests.*

*J Cornah Wade*

Joanne Cornah Wade, Clerk to the Council  
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