

Date: 05 October 2023

Title: Report Item 22 – Parish Council Clerk’s Probation

By: S Adeniji (Parish Clerk)

Purpose: To decide on a course of action following the end of the Parish Clerk’s probationary period.

Recommendations: a) That the Parish Council decides on a course of action following the end of the Parish Clerk’s probationary period.

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1. The Parish Council Clerk was appointed on the 1st of June 2023. The appointment was subject to satisfactory completion of a probationary period of not less than 13 weeks.
 2. The 13-week probationary period ended on the 31st of August 2023, therefore the options available to the Council are one of the following: confirm the employment, extend the probationary period (providing they have grounds to do so) or terminate the employment.