



CONFIDENTIAL

NOTICE OF NEXT COUNCIL MEETING

Dear Councillors

You are hereby summoned to attend the following meeting:

Meeting of... **STAFFING COMMITTEE**

Time... **14:00**

Date... **Monday 31 July 2023**

Place... **SMALL HALL, CORFE MULLEN VILLAGE HALL**

A handwritten signature in cursive script, appearing to read 'C Horsley'.

Catherine Horsley
Town Clerk & RFO
25 July 2023

Councillors will be **CONFIDENTIALLY** discussing all the items listed on the agenda below.

AGENDA

- SS 23/10 To Receive and Accept Apologies for Absence** (LGA 1972 s85 (1))
- SS 23/11 To Record any declarations of interest** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
- SS 23/12 Paper A - To Approve minutes of meeting held on 25 May 2023** LGA 1972, sch 12, para 41
- SS 23/13 Paper B - To Consider Items in Respect of Staffing Matters**
- **Update on Recruitment of Assistant Grounds Person**
 - **Update on Grounds Team**
- SS 23/14 Verbal - To Note the Clerks Annual Appraisal** – Cllr Sowry-House
- SS 23/15 Paper C – To Consider Staff Salaries for 2023/24 Financial Year**
- SS 23/16 Paper D – To Consider and Approve Expenditure for External Review of Employee Handbook**
- SS 23/17 Matters for Forthcoming Agendas** No decisions can be taken¹

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

SS 23/18 **To Agree a date and time for the next meeting** – the date and time of the next meeting to be set as and when required.

SS 23/19 **Close of meeting**