



CONFIDENTIAL

NOTICE OF NEXT COUNCIL MEETING

Dear Councillors

You are hereby summoned to attend the following meeting:

Meeting of... **STAFFING COMMITTEE**

Time... **14:30**

Date... **TUESDAY 30 JULY 2024**

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

A handwritten signature in black ink, appearing to read 'C Horsley'.

Catherine Horsley
Town Clerk & RFO
24 July 2024

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

AGENDA

- SS 24/01 To Elect a Chair for the Municipal Year 2024/25**
- SS 24/02 To Elect a Vice-Chair for the Municipal Year 2024/25**
- SS 24/03 To Receive and Accept Apologies for Absence (LGA 1972 s85 (1))**
- SS 24/04 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 24/05 Paper A - To Approve minutes of meeting held on 15 April 2024** LGA 1972, sch 12, para 41
- SS 24/06 Paper B – To Consider and Review Delegated Powers of the Staffing Committee**
- SS 24/07 Paper C - To Consider Items in Respect of Staffing Matters**
- **Update on Grounds Team**
 - **Update on Recruitment of Deputy Clerk**
 - **Officer Recruitment**
- SS 24/08 Paper D – To Consider Staff Salaries for 2024/25 Financial Year**
- SS 24/09 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 24/10 **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 24/11 **Close of meeting**