

BARROWBY PARISH COUNCIL

Mrs R Heyward, Clerk and RFO
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BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING

Dear Councillor

I hereby give you notice that the BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING will be held at the Reading Room on Monday 17th June at 7.30pm. All members of the Parish Council Staffing Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.



Signed:

Clerk to the Council.

Date: Wednesday 12th June 2019

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. **CO-OPTION.**
 - 2.1 To resolve to co-opt Councillor Cross as a member of the Staffing Committee.
3. **APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN.**
4. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
 - 4.1 To receive declarations of Members' interests in relation to agenda items.
5. **APPROVAL OF MINUTES.**
 - 5.1 To resolve to accept the Clerk's notes of the Staffing Committee Meeting held on 18th March 2019.
6. **STAFF MEETING.**
 - 6.1 To discuss matters arising at the staff meeting to be held on 14th June 2019.
7. **APPRAISALS.**
 - 7.1 To confirm arrangements for Caretaker and Litter Picker appraisals.
8. **ASSISTANT CLERK.**
 - 8.1 To review the applications for the role of Assistant Clerk, select candidates for interview and agree an interview process/schedule.
9. **STAFF HOLIDAYS.**
 - 9.1 To receive an update on staff annual leave.
10. **DATE FOR NEXT MEETING.**
 - 10.1 TBA – Sept 2019.