

BARROWBY PARISH COUNCIL


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Dear Councillor

I hereby give you notice that the **STAFFING COMMITTEE MEETING** will be held at the Reading Room on Monday 16th June 2025 at 10am.

All members of the Staffing Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public and press are welcome to attend the meeting but may not participate unless invited to do so by the Chairman.

Signed:  Claire Vink Parish Clerk

Date: Thursday 11th June 2025

1. WELCOME

Opening remarks by the Chairman

2. APOLOGIES

To receive apologies for absence

3. DECLARATIONS OF PECUNIARY INTEREST

- 3.1 To receive declarations of members' interests in relation to agenda items
- 3.2 To consider requests for dispensations from members

4. MINUTES

To resolve to accept the minutes of the Staffing Committee meeting held on 19th February 2025 and to receive an update on actions (Appendix A)

5. STAFFING MATTERS

- 5.1 To resolve to move into closed session in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed.
- 5.2 To receive feedback from the Clerk following completion of annual staff appraisals.
- 5.3 To resolve to approve increase in Litter Picker's hours due to additional tasking.
- 5.4 To review new Clerk and RFO appointments.
- 5.5 To resolve to approve an amendment to the Clerk and RFO's contract. (Appendix B)
- 5.6 To note dates for the 3-month probation appraisal for the new Clerk and RFO.
- 5.7 To receive an update on staff annual leave
- 5.8 To note process for co-option of new councillors
- 5.9 To move back into public session

6. DATE FOR NEXT MEETING

To be confirmed