

# BARROWBY PARISH COUNCIL

Mrs J Moss, 14 Riverside Walk, Bottesford, NG13 0AT  
Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.gov.uk

Dear Councillor

I hereby give you notice that the BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING will be held at the Reading Room, Church Street on Monday 21<sup>st</sup> October 2024 at 4.00 pm.

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 16<sup>th</sup> October 2024

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. **APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN.**
3. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
  - 3.1 To receive declarations of Members' interests in relation to agenda items.
4. **APPROVAL OF MINUTES.**
  - 4.1 To resolve to accept the Clerk's minutes of the Staffing Committee Meeting held on 1<sup>st</sup> October 2024 and note that all actions have been completed.
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 resolve to approve the recommendation to Parish Council of the successful applicant for the Clerk's role.
  - 5.3 To resolve to approve the contents of the new Clerk and new RFO's contracts.
  - 5.4 To resolve to approve the payment of overtime to the Litter Picker to remove leaves and tidy the path at the Burial Ground.
  - 5.5 To draft a Policy and Procedure document to cover the new duty to Prevent Sexual Harassment.
  - 5.6 To move back into public session.
6. **DATE FOR NEXT MEETING.**
  - 6.1 TBC.