

# BARROWBY PARISH COUNCIL

Mrs J Moss, 14 Riverside Walk, Bottesford, NG13 0AT  
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Dear Councillor

I hereby give you notice that the BARROWBY PARISH COUNCIL STAFFING COMMITTEE MEETING will be held at the Reading Room on Tuesday 16<sup>th</sup> July 2024 at 7.00 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:

J Moss

Clerk to the Council.

Date: Wednesday 10<sup>th</sup> July 2024

1. **ELECTION OF CHAIRMAN.**
2. **WELCOME REMARKS BY THE CHAIRMAN.**
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 29<sup>th</sup> April 2024 and note that all actions have been completed.
6. **STAFFING MATTERS.**
  - 6.1 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.
  - 6.2 To resolve to approve the payment of overtime to Rick Caunt on production of his timesheet for litter picking at Low Field on the morning of Sunday 25<sup>th</sup> and Monday 26<sup>th</sup> August following the Village Summer fete.
  - 6.3 To sift the applications received for the new Clerk post to determine who will be invited for interview.
  - 6.4 To resolve to approve that the Clerk will notify applicants who have not proceeded to interview.
  - 6.5 To set a date and time for a pre-interview meeting to agree the arrangements and plan how the interview will be conducted.
  - 6.6 To agree a date and time when interviews are to take place.
  - 6.7 To move back into open session.
7. **DATE FOR NEXT MEETING.**
  - 7.1 TBC.