

**Notice of Staffing Committee meeting to be held on
Tuesday 21st March 2023 at 7pm
In the Council Chamber, Diamond Jubilee Lodge, Woodview Road
Councillors are summoned to attend for the purpose of transacting the following
business.**

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

AGENDA

- 1. Apologies and acceptance for absence**
- 2. Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in any item(s) on the agenda.
 - (b) (In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – *Please contact the office should any item need clarification*)
 - (c) Clerk to report any written requests for dispensation in respect of items on this agenda.
- 3. To Approve the Staffing Committee Meeting Minutes of the Meeting held on 15th November 2022. (1-2)**
- 4. Public Participation**

(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
- 5. To Consider Adoption of Staff Handbook and Associated Staffing Policies (3-102)**
- 6. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of items 7, 8 and 9 in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**
- 7. To Receive Notification of Completed Staff Appraisals (103)**
- 8. To Consider Contractual Pay Increase for the Clerk (104)**
- 9. To Consider Increase in Café Staff Hours to Enable Extended Opening of the Café (subject to Community Centre Committee agreement) and Agree Consultation with Current Staff (105)**
- 10. To confirm the date, time and venue of next meeting**