

The Greenfield Centre, Park Avenue, Winterbourne, South Gloucestershire BS36 1NJ
Tel: 01454 776922 Clerk: Sally Watkinson

To: P Kembery D Eldridge
D Marriott S Hancock
J Amos

3 January 2024

STAFFING COMMITTEE– 8 January 2024

A G E N D A Please take notice that there will be a meeting of the Staffing Committee on
Monday 8 January 2024 not before **6.00pm.**

The Agenda is set out below.

Members are reminded that Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

1. Evacuation procedure
2. Apologies.
3. Declaration of Interests under the Localism Act 2011.
4. To agree the revised minutes of the meeting held on 13 November 2023 and the minutes of 4 December.
5. To resolve that the following agenda items will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed.
6. To agree candidates for interview for the Assistant Clerk vacancy.
7. To agree the interview questions for the Assistant Clerk vacancy.
8. To agree the interview panel for the forthcoming interviews for the Assistant Clerk and the process for decision making.
10. To agree an uplift in Clerk's point on the pay scale from 1st April 2023.
11. To note any other items to be reported.

Yours Sincerely

Sally Watkinson
Clerk