

Chair to the HR & Staffing Committee

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PORLOCK



Parish Room

Old School Centre

PORLOCK

Somerset, TA24 8NP

Parish Council

Notice of an Extraordinary Meeting of the HR & Staffing Committee of the Parish Council

To: HR & Staffing Committee Councillors

You are hereby summoned to attend the following meeting:

Extraordinary Meeting of....	HR & Staffing Committee
Time....	15:00
Date....	Tuesday 16th January, 2024
Place....	Parish Room at the Old School Centre

Dated 11th January, 2024

AGENDA

1. To RECEIVE Apologies for Absence and to approve reasons provided. (LGA 1972 s85 (1))

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations.

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations) (LGA 1972 sch12, para 41(1))

3. Items to be dealt with after the public, including the press, have been excluded. (Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960)

4. Public Participation.

This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or providing comments on relevant matters (for a maximum of 3 minutes not exceeding 15 minutes in total). (LGA1972 sch12, paras 10(2) (b))

5. To REVIEW the outcome of Clerk applicant interviews held on 10th January, 2024.

To be held in closed session.

6. To CONSIDER any further applications received before the closing date.

To be held in closed session.

7. To CONSIDER the appointment of a Clerk and contractual terms, including short-term handover with outgoing Clerk, for recommendation to Full Council for Approval.

To be held in closed session.

8. To CONSIDER redrafting the Clerk job specification.

A handwritten signature in cursive script, reading "Sue McCanlis", on a light beige rectangular background.

Cllr. Sue McCanlis
HR & Staffing Committee Chair