



## Staffing Committee

# Notice of Meeting

Members are invited to attend the next meeting of the Staffing Committee, to be held at **6pm on Monday 30 October 2023 at the Parish Council Offices, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB.**

Amanda Lash  
Parish Clerk

## Agenda

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1. To **note** Councillors present.
2. To **receive** apologies and accept the reasons for any non-attendance.
3. To **receive** Declarations of Interest and Approve Dispensations.
4. To **receive** and **approve** the Minutes of 9 October 2023
5. **Public Bodies (Admission to Meetings) Act 1960**  
To **resolve** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: staffing, contracts
6. To **discuss** 2024/25 budget (including Office Staff) and agree any further actions/recommendation to F&O Meeting.
7. To **resolve** to approve adverts for Maintenance and Grounds Manager and Grounds Maintenance Assistant and agree on deadlines, interview dates and further actions.
8. To **discuss** Staffing element of the PPC Risk Assessment
9. To **agree** date of the next meeting.