



Caring for Claygate Village

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3<sup>rd</sup> September 2022

**NOTICE IS HEREBY GIVEN THAT**

**A Meeting of the Staffing Committee  
will be held on Thursday 8<sup>th</sup> September 2022 at 6.30pm at Treetops, Claygate Cricket Pavilion.**

The meeting is open to the public and press. If attendees have any of the main symptoms of Covid-19 and/or have tested positive to Covid prior to the meeting you should not attend. Please refer to [www.gov.uk](http://www.gov.uk) for full guidelines. A quarter of an hour has been reserved for members of the public to address the Council, for three minutes each, on any subject relevant to the agenda. In order to address the meeting, they must contact the Parish Clerk before 11am on the day of the meeting who will allocate a slot in order of application. All meetings will operate to our Privacy Policy which can be found at [www.claygateparishcouncil.gov.uk](http://www.claygateparishcouncil.gov.uk).

*S Harman*

Sally Harman.  
Parish Clerk & Responsible Financial Officer

**AGENDA**

1. Apologies for absence
2. Declarations of Interest in items on the agenda.
3. To approve the minutes of the last meeting (11<sup>th</sup> August 2022)
4. To resolve on whether the Council will move into closed session to consider a confidential staffing matter in accordance with the Public Bodies (Admission to Meetings) Act 1960. Should this resolution be passed the public and press will be required to leave the meeting at this stage
5. To consider a report from the Chair of the Staffing Committee and agree any action to be taken.
6. To move out of closed session
7. Agenda Items for the next meeting
8. Date and time of next meeting