



Caring for Claygate Village

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3<sup>rd</sup> August 2022

**NOTICE IS HEREBY GIVEN THAT**

**A Meeting of the Staffing Committee  
will be held on Thursday 11<sup>th</sup> August 2022 at 6.30pm at Claygate Village Hall.**

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).

*Sharman*

Sally Harman.  
Parish Clerk & Responsible Financial Officer

**AGENDA**

1. Apologies for absence
2. To appoint a Chairman of the Staffing Committee for the municipal year 2022/2023.
3. Declarations of Interest in items on the agenda.
4. To confirm the Terms of Reference of the Staffing Committee as approved at the Full Council on the 7<sup>th</sup> July 2022.
5. To consider whether to put a request to the Full Council to submit a pledge for the civility and respect project a joint venture between NALC, SLCC, OVW and County Secretaries.
6. 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
7. To consider a report from the Clerk on the conduct of the Council as an employer.
8. To move out of closed session
9. Agenda Items for the next meeting
10. Date and time of next meeting