



Caring for Claygate Village

Ron Spurs  
Locum Clerk & RFO  
Claygate Parish Council  
Claygate Village Hall  
Church Road  
Claygate  
Surrey, KT10 0JP  
Tel. No: 07741848719  
Email:

[clerk@claygateparishcouncil.gov.uk](mailto:clerk@claygateparishcouncil.gov.uk)

29<sup>th</sup> August 2023

## NOTICE IS HEREBY GIVEN THAT

**An Extraordinary Meeting of Claygate Parish Council will be held Thursday 7<sup>th</sup> September 2023, at 7pm in 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, we would appreciate you contacting the Parish Clerk before 11am on the day of the meeting who will allocate a slot. All meetings will operate to our Privacy Policy which can be found at [www.claygateparishcouncil.gov.uk](http://www.claygateparishcouncil.gov.uk).

*Ron Spurs*

Locum Clerk & Responsible Financial Officer

## **AGENDA**

1. To accept Apologies for Absence.
2. To receive Declarations of Interest in items on the Agenda.
3. To confirm the minutes of the Extraordinary Parish Council meeting held on 10<sup>th</sup> August 2023.
4. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council were asked to resolve that, because of the sensitive nature of the business to be transacted under Agenda item 6, To Approve/Not Approve the Appointment of, and Employment Contract for a Parish Clerk that the public and members of the press would be asked to leave the meeting during the consideration of this item due to confidential nature of the item.

5. To Approve/Not Approve the appointment of and Employment Contract for a Parish Clerk. (Previously circulated).