

WITHYHAM PARISH COUNCIL

To all Members of **THE STAFF COMMITTEE**

You are summoned to attend a meeting of the **Staff Committee** to be held at **The Old Station**, Station Road, Groombridge on **MONDAY 5th SEPTEMBER 2022** at **7pm** when it is proposed to transact the following business:-

Deborah Siddle, Clerk

30th August 2022

There is a 10-minute opportunity for members of the public to address the Council. Members of the public are encouraged to attend meetings via Zoom

(access details at the end of this agenda)

If you are unable to join via Zoom and wish to attend in person, please contact the Clerks by the morning of the meeting clerk@withyhamparishcouncil.org.uk

Please note that whilst all Committee meetings are public meetings, the nature of the agenda items at Staff Committee will require the meeting to be closed to the press and public for the majority of the meeting.

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. CONSIDER RENAMING COMMITTEE 'STAFF & ADMINISTRATION COMMITTEE'**
- 4. CONSIDER WHETHER TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS 5-11 PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS**
- 5. PREVIOUS MINUTES & MATTERS ARISING**
- 6. COUNCILLOR CONDUCT**
- 7. ADMINISTRATOR/VOLUNTEER FACILITATOR – role/responsibilities**
- 8. OVERTIME REPORT**
- 9. ABSENCE REPORT**
- 10. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA**
- 11. TO INVITE THE PUBLIC TO RETURN TO THE MEETING IF THEY WERE EXCLUDED FOR THE PREVIOUS ITEMS**
- 12. DATE OF NEXT MEETING – to be agreed as required**

Join Zoom Meeting:

<https://us06web.zoom.us/j/86208595743?pwd=UFFkYzJFamcyTUJ3RGtHSUxYWThxUT09>

Meeting ID: 862 0859 5743

Passcode: 410152