

Dersingham Parish Council

Dersingham Village Centre
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Dersingham,
King's Lynn,
Norfolk PE31 6LN
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Clerk: Sarah Bristow Chairman: Coral Shepherd

STAFFING COMMITTEE

INVITATION TO ATTEND A MEETING OF THE STAFFING COMMITTEE
Cllr C Shepherd, Cllr C Hipkin, Cllr B Hopkins, Cllr D Wright & Cllr M Noble

11 June 2019

Dear Councillor

Notice is given that a meeting of Staffing Committee will be held on Monday 17 June 2019 at 6.00pm at The Loft, Dersingham Village Centre, Dersingham.

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 12A to the Act.”

Yours faithfully

A handwritten signature in black ink, appearing to read 'Sarah Bristow', written over a horizontal line.

Parish Clerk

Agenda

- 1. Election of Chair**
- 2. Election of Vice Chair**
- 3. To consider apologies for absence**
- 4. Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.**
- 5. To approve the minutes of the Staffing Committee Meeting held on the 8 April 2019**
- 6. Terms of Reference**
- 7. Staffing Policies**

8. **Staff accrued hours**
 - Clerk
 - Admin Assistant
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9. **Performance Appraisals**
10. **Training needs**

Staff to join the meeting at this point at 7.00pm

11. **Accrued hours**
12. **Training Needs**
13. **Performance appraisals**
14. **Correspondence**
15. **Items for inclusion at the next meeting**
16. **Date of next meeting**
To be arranged