

## **Dersingham Parish Council**

Dersingham Village Centre,  
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Dersingham,  
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### **STAFFING COMMITTEE MEETING**

12th September 2023

Dear Councillor,

You are hereby summoned to attend a meeting of the Staffing Committee to be held on Monday 18<sup>th</sup> September 2023 at 6.30pm in the Loft, Dersingham Village Centre.

*Karen Orgill* – Business Manager

### **AGENDA**

#### **Exclusion of the Press and Public**

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

1. To consider apologies for absence
2. To receive Declarations of Interest. 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.
3. To approve the notes of the Staffing Committee Meeting held on the 21<sup>st</sup> August 2023 and consider any matters arising
4. To authorise staff salaries for September 2023
5. Current Financial Position
6. Staff hours and annual leave
7. Update on Responsible Financial Officers position
8. Training
9. Staff Appraisals
10. Office Christmas opening hours and Christmas closure
11. Correspondence
12. Items for inclusion on the next agenda
13. Date of next meeting – Monday 16<sup>th</sup> October 2023 in the Loft