

St Albans Parish Council

Staffing Committee

Email: prairie@stalbanspc.org Website: <https://stalbanspc.org>

Dear Councillors,

You are hereby summoned to an extraordinary meeting of the Staffing Committee of St. Albans Parish Council, which will be held in the Emmanuel Church Hall, Church View Close, NG5 9QP on Wednesday 14th August 2024 at 7pm.

The public and press are invited to attend.

Issued and Signed By:



Cllr Prairie Bryant, Staffing Committee Chair

09 August 2024

Agenda

- S2401.** To receive apologies for absence.
- S2402.** To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 S1 (2) and resolve to exclude public and press for these items.
- S2403.** To receive disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda.
- S2404.** To discuss and agree arrangements and appointment of a locum clerk.
- S2405.** To discuss and agree Job Description and Person Specification for permanent clerk position.
- S2406.** To discuss and agree advertising approach for permanent clerk position.
- S2407.** To establish a working group for selection and interviewing of permanent clerk.
- S2408.** To note items for information or resolution on the next staffing committee agenda.
- S2409.** To discuss and agree the date of the next staffing committee meeting.