

ST ALBANS PARISH COUNCIL

Email: clerk@stalbanpc.org

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Minutes of St Albans Parish Council Extraordinary Staffing Committee Meeting Tuesday 17th September 2024, Emmanuel Church, Church View Close, Nottingham. NG5 9PE

Present: Cllr Bryant, Cllr O'Neill, Cllr. Reed, Cllr Jones

In Attendance: 3 x members of the public

No.	Agenda Item	Discussion
S2409	To elect a new Chairperson	Meeting opens at 18:41 Cllr Bryant to remain as Chair Proposed: Cllr Jones; Seconded: Cllr Reed. All in favour.
S2410	To receive apologies for absence	Received apologies from Cllr Lari
S2411	Disclosures of pecuniary and non-pecuniary interests	None declared
S2412	To accept the minutes of staffing committee on 14 th August 2024	Approve and accept minutes as accurate from meeting held 14 th August 2024 - Proposed: Cllr Jones; Seconded: Cllr O'Neill All in favour.
S2413	To agree advertising for role of permanent Clerk	Draft shared with committee by Cllr Bryant, All in agreement. Advert to be posted ASAP on relevant job websites, notice boards and local (Notts/Derby/Leic) ALC's. Cllr Jones to post on Nottingham City pages. Cllr Reed to post on Gedling and County pages. Candidate shortlist date 17 th October 2024. Advert closing date 20 th October 2024 (with

		view to extend if required). Interviews 1 st November 2024. Cllr Bryant volunteered to be point of contact for candidates to email Proposed: Cllr O'Neill Seconded: Cllr Jones All in favour
S2414	To agree dates for future ordinary staffing committee meetings	All in agreement that future staffing committee meetings should be held on the same date as General council meetings, at 6.30pm, Proposed: Cllr Bryant Seconded: Cllr Jones All in favour
		Meeting Closed at 18:56

Approved as a correct record and signed

----- (Chair)