



## Barnton Parish Council

You are hereby summonsed to attend a Meeting of

### Barnton Parish Council

#### Staffing Committee

*Cllrs. Hooper, Phoenix, Coombes, Devine, Mayers, Ayhok*

**Meeting - Tuesday 14<sup>TH</sup> June 2022 5.30pm**

**To be held at Christ Church, Church Road, Barnton**

### AGENDA \*This meeting will be recorded

	Item
1	<b>Election of Chairperson</b> To elect a chairperson to this committee
2	<b>Election of Vice Chairperson</b> To elect a vice chairperson to this committee
3	<b>To accept apologies for absence</b>
4	<b>Declarations of Interest</b> – members to declare any interests, pecuniary or otherwise in items on this agenda
5	<b>Public Forum</b> ;- <i>as per Barnton Parish Council Standing Orders, Members of the public are invited to address Barnton Parish Council for a maximum of 5 minutes, after which they may take no further active part in the meeting</i>
6	<b>Approval of Minutes</b> To approve the minutes of the last meeting April 2022
<b>PART B - PRIVATE &amp; CONFIDENTIAL</b>	
7	<b>Staff</b> <i>In accordance with the provisions of Schedule 12A of the Local Government Act 1972 and paragraph 10.2 of the Council's Access to Information Procedure Rules, the public and press be excluded during consideration of the following items as defined by the categories specified against them.</i>
7.1	<b>To approve</b> the exclusion of Press and Public
7.2	<b>To note</b> applications for new office assistant and agree recruitment schedule
7.3	<b>To approve</b> 1 week additional holiday for the clerk in lieu of Jubilee events
7.4	<b>To approve</b> temporary contract and terms for administration assistant during the recruitment process
7.5	<b>To agree</b> dates for annual staff appraisals
8	<b>Close of Meeting</b>

Signed: *Toni Critchlow*, Parish Clerk

Dated: 06/06/22

Parish Clerk; Toni Critchlow  
Barnton Parish Council

Cemetery Chapel, Barnton Cemetery, Hayes Drive, Barnton, CW8 4JX  
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