

BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

Proper Officer and temporary clerk: Ms C Starkie
c/o 6 Farriers Green, Monkton Heathfield, Taunton, TA2 8PR
Phone: 01823 412922 Email: clerk@bishopslydeard.org
<http://www.bishopslydeard.org.uk/>

19th July 2023

Members of the public and press are entitled to attend the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless the Parish Council by resolution/s enters confidential session, when the public are lawfully excluded. Such entitlement to attend does not include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: Councillors Martin, Ball, Bletcher, Allen and Bainbridge, as members of the Staffing Committee

You are summoned to attend a meeting of the Staffing Committee of Bishops Lydeard and Cothelstone Parish Council in the Old Small Hall, Village Hall on Tuesday 25th July 2023 at 7.00pm.

Charlotte Starkie
Proper Officer and temporary clerk to the Council

AGENDA

1. To elect the Chair of the Staffing Committee
2. To receive apologies of absence
3. To receive Declarations of Interest relating to matters on the agenda
4. To receive comments from members of the public
5. To receive and adopt the minutes from the last committee meeting held on 23 June 2023 (attached)
6. Recruitment and Appointment of a Clerk and Responsible Financial Officer
 - a. To agree the composition of the Recruitment and Selection panel for the purpose of shortlisting, interviewing and appointing a new clerk
 - b. To agree the method and timetable for shortlisting and interviewing candidates
7. To consider the establishment of a Policy, Procedure and Complaints Working Party
 - a. To discuss if there is a need to establish the above working party for the purpose of investigating such matters as referred from council meetings
 - b. To consider its Terms of Reference and to make a recommendation to full council for this working party to be created, if supported.
8. Any Other Business, for information only
9. Date of next meeting. To be confirmed