



The Council Office, North Street Workshops, Stoke sub Hamdon, TA14 6QR

**YOU ARE INVITED TO ATTEND A MEETING OF THE STAFFING COMMITTEE TO BE HELD ON
TUESDAY 16TH JULY 2024 STARTING 7:00 P.M AT THE COUNCIL OFFICE, NORTH STREET
WORKSHOPS, STOKE SUB HAMDON, SOMERSET**

Terry Heath

Terry Heath
Interim Clerk
11th July 2024

- 1. ELECTION OF STAFFING COMMITTEE CHAIRPERSON**
- 2. ELECTION OF STAFFING COMMITTEE VICE-CHAIRPERSON**
- 3. TO RECEIVE ANY APOLOGIES FOR ABSENCE**
- 4. TO RECEIVE ANY DECLARATIONS OF INTEREST IN AGENDA ITEMS**
- 5. TERMS OF REFERENCE**
To draft a terms of reference for the committee that can be presented to the next full Council meeting for approval.
- 6. DATE OF NEXT MEETING**
To be advised
- 7. EXCLUSION OF PRESS AND PUBLIC**
The Committee will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (staffing).
- 8. PROCESS AND TIMELINE LEADING TO THE RECRUITMENT OF A CLERK AND RESPONSIBLE FINANCIAL OFFICER**