



NUTHURST PARISH COUNCIL

You are hereby summoned to attend an **STAFFING** Committee meeting of Nuthurst Parish Council taking place on **Wednesday 10th January 2024**, at Church of the Good Shepherd Mannings Heath, commencing at **7.30pm**.

Cllrs: Mr C Kenny (Chairman)
Mrs V Court
Mr S Catterall
Mrs S Maynard
Mr Dave Cotton

Mrs K McGovern
Mr N Bryant
Mr W Bayley
Mr M Oswell-Penton

Lisa Wilcock - Locum Clerk to the Parish Council

4th January 2024

AGENDA

1.	Apologies of Absence To receive apologies of absence.	All
2.	Declarations of Interest To receive any declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct and consider any requests for dispensations as a result.	All
3.	To note the draft minutes of the Extra Parish Council meeting – Staffing Matters - held on 1st December 2023. These will be approved under a Part II Confidential Agenda item at the full Parish Council meeting.	All
4.	Appointment of Locum Clerk 4.1 To agree hourly rate and weekly hours for a Locum Clerk to cover until a permanent Clerk is employed. 4.2 To agree the wording for an advertisement for a Locum Clerk. 4.3 To agree the timescales for the employment of a Locum Clerk. <i>Items to be recommended for approval at Parish Council meeting.</i>	All
5.	Clerk and RFO Appointment of Permanent Clerk and Responsible Financial Officer 5.1 To agree to the salary and Pension of the Clerk and RFO. 5.2 To agree to the wording of an advert of employment for a Clerk. <i>Items to be recommended for approval at Parish Council meeting.</i>	All
6.	Budget 2024/5 To agree to the adjustments within the Budget subject to the recommendations made during this meeting prior to submission to HDC for the Precept request.	All
	EXCLUSION OF PRESS AND PUBLIC In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Council have the right to exclude the public and press from a meeting in respect of confidential or sensitive information which is prejudicial to the public interest and may pass a resolution, without notice, to do so.	
7.	Staffing Matters following the Extra Parish Meeting 1st December 2023. To receive an update on the Confidential items following the Extra Parish Meeting.	

Tel, 07795 593369 Email: clerk@nuthurst-pc.co.uk Website: <https://www.nuthurstparishcouncil.co.uk/>

Circulation: All Parish Councillors

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording) at the meeting by any person present.