



Studley Parish Council

Parish Office, Village Hall
High Street, Studley
Warwickshire
B80 7HJ

Telephone: 01527 853204
clerk@studleyparishcouncil.gov.uk
www.studleyparishcouncil.gov.uk

NOTICE OF EXTRAORDINARY STAFFING COMMITTEE MEETING

An Extraordinary Meeting of The Staffing Committee

Wednesday 11th October 2023 starting at 10am

In the Council Chamber, Studley Village Hall B80 7HJ

Summons

Studley Parish Council members are hereby summoned to attend an extraordinary meeting of the council to be held on Wednesday 11th October 2023 at 10am in the council chamber.

Signed Peter Hencher-Serafin (Cllr)
Chairman, Staffing Committee

Date 6th October 2023

AGENDA

1. Chairman's welcome

The Chairman will be pleased to welcome everyone to the meeting.

2. Apologies

To receive apologies from absent members and record the reason for absence.

3. Declarations of Interest.

Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- a. Keep their Register of Interests form up to date.
- b. Declare any Disclosable Pecuniary Interests (DPI) and any Other Registerable Interests (ORI) relating to items on the agenda and the nature of those interests.

4. To consider grant of dispensation following declaration of interest.

Any member with an interest may seek dispensation to remain in the meeting, speak and vote. Such request must be submitted to the Clerk in writing before the meeting starts and will be considered by the committee at this point in the meeting.

5. Public Forum

Members of the public are welcome to address the committee with regards to items on the agenda or for consideration at future meetings, however this is not an opportunity for wider debate and the opportunity to speak is limited to 3 minutes per person; the forum will last for no longer than 15 minutes subject to the Chairman's discretion.

6. Approval of draft minutes from previous meeting

Draft minutes of the Extraordinary Meeting held 22/08/2023.

7. To resolve to close the meeting to members of the public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be transacted.

8. To discuss and approve the appointment of a Facilities Manager, including pay scale.

9. To discuss and agree suitable cover during staff absence.

A report to be circulated separately to committee members.

- 10. To review and discuss the engagement of a 'people booster' service.**
Details circulated separately.
- 11. Members to raise items for consideration at the next meeting.**
- 12. To agree date and time of next meeting - 9th January 2023 at 1pm.**

Staffing Committee Members
Cllr P Hencher-Serafin, Cllr L Kent, Cllr B Dixon
Cllr M Osborne, vacancy