



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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5th April 2023

To all Members of Staffing Committee

Chairman	Cllr M. Odell
Deputy Chair	Cllr P. Nicholson
Councillors	Arrick, Dullaway, Matthes

I give notice that a meeting of Staffing Committee will be held Wednesday 19th April 2023 at 3pm in the Council Chamber, Town Hall, High St, Haslemere and you are hereby summoned to attend such meeting.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1) APOLOGIES FOR ABSENCE

To receive apologies for absence.

2) DECLARATION OF INTERESTS

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

3) MINUTES OF THE LAST MEETING

The minutes of the meeting held 6th March 2023 are attached.

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 11th March 2022 are approved and signed by the Chairman.

4) EXCLUSION OF THE PUBLIC

RECOMMENDED: "That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

5) RECRUITMENT OF OFFICE ADMINISTRATOR

Interviews have been held and an offer of employment made. Chair to update the committee.

6) TOWN CLERK WORKING HOURS

Chair to report.

RECOMMENDED: That the Town Clerk's hours are increased to 37 per week from her current 35.

** End of Agenda **