



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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10th April 2025

To all Members of Staffing Committee

Chairman	Cllr J Arrick
Deputy Chair	Cllr J Keen
Councillors	Bayliss, Carroll, Carter, Nicholson

I give notice that a meeting of Staffing Committee will be held Tuesday 15th April 2025 at 6pm 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 10th January 2025 were agreed by Full Council on 23rd January 2025, Chairman to sign.

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) STAFF RECRUITMENT

To follow

Now that the new PAO has taken up post, council needs to consider recruiting for the replacement of the Admin Officer who left in March. The town clerk will report and a draft job description will follow.

The committee will consider the job description and how to take the recruitment forward.

6) GENERAL STAFF UPDATE

To receive an update from the town clerk, to include discussion on officer involvement in working parties.

**** End of Agenda ****