



## YAXHAM PARISH COUNCIL

To all Councillors who are members of the Parish Council's Staffing Committee

**A meeting of the Parish Council's Staffing Committee will be held on Thursday 24<sup>th</sup> January 2019 at 6.30pm at the Village Hall in the David Myhill Room, to transact the business set out in the Agenda below, and you are summoned to attend.**

Please notify the Chairman if you are unable to attend.

Peter Lowings,

Parish Chairman, Tel: 01362 690290, Email: [yaxhamparishclerk@gmail.com](mailto:yaxhamparishclerk@gmail.com)

18<sup>th</sup> January 2019

### AGENDA

1. Chairman's Opening Remarks.
2. To receive apologies for absence.
3. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
4. **Minutes of Previous Meetings**
  - 4.1. To approve the minutes of the meeting held on 27<sup>th</sup> September 2018.
  - 4.2. Matters arising from minutes of the previous meeting not covered elsewhere on the agenda.
5. To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) that the public and press be excluded from the meeting for item 6 onwards on the grounds that it could involve the likely disclosure of private and confidential information.
6. **Clerk/RFO Recruitment**
  - 6.1. In the light of no applications having been received to consider varying the job description and requirements, and where to advertise.
7. To note items for the next meeting agenda and to agree the date of the next meeting.