

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Parish Clerk: Faye LeBon

**Notice of Staffing Committee meeting to be held on
Monday 22nd April 2024, 3.30pm**

In the Council Chamber, Diamond Jubilee Lodge, Woodview Road
Committee Members are summoned to attend for the purpose of transacting the following
business.

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

AGENDA

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations (1-3)**
To receive Members' Declarations of Interest in Agenda Items and to note the Granting of any Requests for dispensations.
3. **To Approve the Staffing Committee Minutes of the Meeting held on 6th March 2024 (4-5)**
4. **Public Participation**
(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of items 6 to 8 in view of the confidential and personal nature of the business to be transacted.**
6. **To Consider Administration Staffing Structure and Agree Recruitment Information (6-23)**
7. **To Receive Professional Report and Agree Resulting Actions (24-54)**
8. **To Receive Update on Caretaker Recruitment (55)**
9. **Items for the Next Agenda**
10. **To confirm the date, time and venue of next meeting**

Faye LeBon Clerk to the Council

Dated: 16th April 2024