

**Meeting of the Staffing Committee
Friday 21st June 2024 10.00
Venue: Brundall Memorial Hall**

Members of the Staffing Committee are summoned to attend.
Members of the Press and Public are permitted.

Agenda

- 1. Housekeeping**
- 2. To consider apologies for absence**
- 3. Declarations of interest**
- 4. Approval of Minutes and Confidential Minutes of Staffing Meeting 3rd April 2024**
- 5. To discuss the job descriptions of the Clerk and Deputy Clerk**
- 6. To consider a revised appraisal system**
- 7. To consider an Expenses Policy**
- 8. To consider a resolution to close the Meeting under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following:**
 - a) To update on staffing matters**
- 9. Items for next Agenda**
- 10. Date of next Meeting: tba**

Claudia Dickson

Parish Clerk

17th June 2024