

# KIRKBURTON PARISH COUNCIL

## STAFFING COMMITTEE

**THURSDAY 14 JANUARY 2021 AT 7.30 pm via Zoom**

Link to join the meeting:

<https://us02web.zoom.us/j/89674070507?pwd=S0l6Y3hFT1FHcWY0ODlJMXBzTGlnQT09>

Meeting ID: 896 7407 0507

Passcode: 202020

You can also dial in using your phone.

United Kingdom: Tel: 0203 481 5237

## A G E N D A

### 1. Apologies and Declarations of Interest

To receive apologies for absence, and members to declare any interests and their nature in any of the business to be discussed. These may also be included on the members' Registers of Interest, but should also be declared at each meeting when the issue is raised.

### 2. Public Participation

Members of the public are invited to address the Council on any issue over which it has a power for up to 3 minutes each, with the item lasting up to a maximum of 15 minutes.

### 3. Admission of the Public

To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960.

### 4. Staff Vacancy

- a) To consider establishing a Staffing Sub-Committee with delegated authority to set the timetable, shortlist the candidates, conduct the interviews and fill the vacancy.
- b) If a) is agreed, to elect members to the Sub-Committee.

### 5. Line Manager's Report

To receive a report on ongoing staff and administrative matters, report any leaves of absence and to consider any other related issues.

### 6. Clerk's Report

To receive a report on any administrative matters and raise any issues.

Tel: 01484 604391 (Answering Machine only)

E-mail: [clerk@kbpc.co.uk](mailto:clerk@kbpc.co.uk)

8 January 2021

Mrs Angela Royle  
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Highburton HD8 0QT