

Notice of Meeting Staffing Committee



Notice Date: 4th June 2024

Staffing Committee Members

Cllrs Steve Collett, Paul Day, Dave Ellis (Deputy Chair), Mark Feazey, Katherine Giles, Ian Leake, Amanda McLean (Chair)

Dear Councillor

You are hereby summoned to attend a meeting of BINFIELD PARISH COUNCIL to be held on **Tuesday 4 June 2024** commencing at **7:00pm**. This meeting will be held in the meeting room at the Parish Office, Benetfeld Road, Binfield, RG42 4EW.

Due to the confidential content discussed at this meeting the press and public are not able to attend.

Yours sincerely

A handwritten signature in black ink that reads "Ceri Rance".

Ceri Rance

Clerk to Binfield Parish Council

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Agenda

Staffing Committee Meeting



The meeting will be held at Binfield Parish Council Office at 7.00pm on Tuesday 4th June 2024

No. Item

1 **Apologies for Absence**

2 **Declarations of Interest**

To declare any interests in relation to matters to be considered at this meeting.

3 **Reports**

3.1 Additional Hours for Existing Staff – to consider a request from the Clerk to increase some of the officers' hours for the next 6 months to cover the additional workload (*report included*).

3.2 Jury Service – One of the officers has been selected for Jury Service. Members are asked to consider a report relating to guidance notes issued by HM Courts and Tribunals Service (*report included*).

4 **Future Agenda Items**