

BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed
Clerk: Tina Newell
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All Parish Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend a meeting of the Parish Councils Staffing Committee on **Monday 4th October 2021 at 7.00pm in Buxhall Village Hall** to consider the items set out below.

If you are unable to attend but wish to make a comment only, please contact the Parish Clerk before 3pm on the day of the meeting.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.

This meeting will be recorded and anyone speaking at the meeting will have deemed to given consent to being recorded.

AGENDA

1.	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absenceb. Councillors to consent to accept apologies for absence
2.	Declarations of Interest and Dispensation considerations: <ul style="list-style-type: none">a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.b. To receive and consider any requests for dispensations
3.	To resolve to exclude temporarily the Public and Press from a closed meeting pursuant to Standing Order 3D and Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning the annual appraisal and salary review of the Clerk.
4.	Staffing: To carry out the Clerks annual appraisal and salary review for 2021/22 review.
5.	To close the meeting

Tina Newell

Tina Newell: Clerk to Buxhall Parish Council

Dated this 28th day of September 2021