



The Council Office, North Street Workshops, Stoke sub Hamdon, TA14 6QR

**YOU ARE INVITED TO ATTEND A MEETING OF THE STAFFING COMMITTEE TO BE HELD ON SATURDAY 24th AUGUST 2024 STARTING AT 6:00PM AT THE COUNCIL OFFICE, NORTH STREET WORKSHOPS, STOKE SUB HAMDON, SOMERSET**

*Terry Heath*

Terry Heath  
Interim Clerk  
19<sup>th</sup> August 2024

**1. TO RECEIVE ANY APOLOGIES FOR ABSENCE**

**2. APPROVAL OF MINUTES**

Committee members are asked to **APPROVE** the minutes of the meeting held on 2<sup>nd</sup> August 2024

**3. TO RECEIVE ANY DECLARATIONS OF INTEREST IN AGENDA ITEMS**

**4. EXCLUSION OF PRESS AND PUBLIC**

The Committee will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (**confidential staffing matter**)

**5. TO SIFT APPLICATIONS FOR THE CLERK AND RESPONSIBLE FINANCIAL OFFICER POSITIONS AND TO CONFIRM THOSE TO INVITE FOR INTERVIEW.**

**6. TO CONFIRM THE PERIOD THAT INTERVIEWS ARE TO TAKE PLACE.**

**7. DATE OF NEXT MEETING**