



GORING-ON-THAMES PARISH COUNCIL

Notice of a Meeting of the Staffing Committee of the Goring-on-Thames Parish Council

Tuesday 21st May 2024 at 11:30 at Gardiner Pavilion

All Councillors who are members of the committee are summoned to attend the meeting.

Members of the public and press are invited to attend all meetings of the council and its committees.
(Public Bodies (Admission to Meetings) Act 1960)

11:30 at the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

- 1. To elect a Chair for the year ahead [LGA 1972 ss15(2) and 34(2)]**
 - 1.1. To receive Chair's declaration of acceptance of office [LGA 1972 s83(4)]**
- 2. To receive apologies for absence (LGA 1972 s85(1))**
- 3. Declarations of Interests [LA 2011 s31]**
- 4. To consider requests for Dispensations [LA 2011 s33]**
- 5. To approve the minutes from previous meetings**
 - 5.1. Meeting held on 18th July 2023
 - 5.2. Meeting held on 1st March 2024
- 6. To approve and update documents as required.**

6.1. Staffing Committee Terms of Reference	Appendix A
6.2. Employee Handbook	Appendix B
6.3. Civility & Respect Pledge	Appendix C
6.4. Staffing Risk Assessments	Appendix D

- 7. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.**

Reason: Confidential business relating to employment

- 8. To approve the appropriate level of staffing necessary to effectively support the work of the Council**

Appendix E

- 9. To confirm the time and date of the next meeting will be agreed as needed by e-mail between the committee members, in conjunction with the Clerk.**