

BLOXHAM PARISH COUNCIL STAFFING COMMITTEE

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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Membership: Councillors Joanna Barton, David Bunn, Daniel Goodwin and Leonard Leigh.

15 February 2022

Dear Councillor,

A meeting of the Parish Council's Staffing Committee will be held on **Monday 21 February 2022 at 7.30pm** at Jubilee Hall, Barley Close, Bloxham to transact the business set out in the Agenda below, and you are summoned to attend.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting.
2. **Apologies for absence** - To receive any apologies for absence from the meeting.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

3. **Declarations of Interest**

(a) To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

(b) To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.

4. **Appointment of Chairman 2021/2022** – To appoint a Chairman of the Committee for 2021/2022.
5. **Minutes** - To confirm the minutes of the meeting held on 22 March 2021 **(Attached)**
6. **Matters Arising** - To discuss any issues arising from the minutes of 22 March 2021.
7. **Terms of Reference** – To approve the Terms of Reference for the Committee. **(Attached)**
8. **Public and Press** - To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 9 on the grounds that it could involve the likely disclosure of private and confidential information.
9. **Staffing** - To discuss the Appraisal for the Clerk and Responsible Financial Officer, including a salary review for 2022/2023. **(Information previously circulated)**