

# Kempsey Parish Council

Mrs. S Baxter  
Clerk and Financial Officer

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## **To all Members of The Staffing Committee**

31<sup>st</sup> October 2014

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Dear Sir/Madam,

### **STAFFING COMMITTEE**

You are summoned to attend a meeting of the Staffing Committee on  
Wednesday 5<sup>th</sup> November 2014 at 7.00pm at the Parish Office, Community Centre  
to transact the business listed below.

Yours faithfully,

*S Baxter*

Clerk to Kempsey Parish Council

### **AGENDA**

1. Apologies: To receive apologies and to approve the reason for absence
2. Declarations of Interest
  1. Register of Interests: Councilors are reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  3. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

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The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes.

3. Minutes: To consider the adoption of the minutes of the Staffing Committee held on 17.04.14 and 22.09.14

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda items 4. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

4. To arrange a Contract of Employment for the Clerical Assistant
5. To address ongoing Staffing Issues