



## KINGSTHORPE PARISH COUNCIL

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To Members of the Committee:

In accordance with Schedule 12, Para 10 (2) of the Local Government Act 1972, you are hereby summoned to attend a **STAFFING COMMITTEE MEETING** on **MONDAY 6<sup>TH</sup> FEBRUARY 2023** commencing at **5PM**. The meeting will be held at the St Mark's Church Hall, 13 St Mark's Crescent, Kingsthorpe, NN2 8EG.  
Members of the press and public are cordially invited to attend

A Barnes

**Alison Barnes**  
**Clerk to the Council**  
**2<sup>nd</sup> February 2023**

### AGENDA

#### **1. APOLOGIES AND REASONS FOR ABSENCE**

#### **2. DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION**

Members are reminded to declare any interests which may arise on matters for discussion at the meeting

#### **3. MINUTES**

To confirm the minutes of the meeting held on 27<sup>th</sup> July 2022

#### **4. DEPUTATIONS BY THE PUBLIC**

Members of the Public are invited to address the meeting in accordance with procedures laid down in Standing Order 3 (d-g)

#### **3. EXCLUSION OF PUBLIC AND PRESS**

To consider the exclusion of the press and public from the meeting during consideration of the following items on the grounds that they relate to individuals and the financial affairs of particular persons. This information is classed as exempt under paragraphs 1, 2 and 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006)

3.1 Clerk Appraisal: Using the scoring matrix to evaluate staff progress

3.2 Annual Review of the Clerks salary

3.3 To consider the recruitment of a Deputy Clerk

3.4 To consider a Job Description

3.5 To consider a salary scale

3.6 To consider an advert

3.7 To agree a closing date

3.8 To make any decisions as appropriate.

#### **4. DATE AND TIME OF NEXT MEETING: TBC**