

FOUR MARKS PARISH COUNCIL

The Parish Office, Uplands Lane, Four Marks, GU34 5AF

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Wednesday 10th October 2022

Dear Councillor

You are hereby summoned to attend a meeting of the **STAFFING COMMITTEE** to be held on Wednesday 19th October 2022 at **6.00pm** at **Four Marks Village Hall**, when the under mentioned business will be transacted.

Yours faithfully

Sarah Goudie

EXECUTIVE OFFICER

A G E N D A**1. ELECTION OF CHAIRMAN****2. APOLOGIES FOR ABSENCE****3. OPEN SESSION – PUBLIC PARTICIPATION**

An opportunity for members of the public to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Four Marks Parish Council's Standing Orders 3 (d) – (k), with no individual speaker exceeding a maximum of 3 minutes. All public participation, and the duration of this item will be at the discretion of the Chairman.

4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, any matter in which you have a pecuniary interest. You must withdraw when the meeting discusses and votes on the matter.

5. TERMS OF REFERENCE

To agree the Committee's Terms of Reference

6. MEETING SCHEDULE

To agree frequency of meetings and date of next meeting.

EXCLUSION OF PRESS AND PUBLIC

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Council have the right to exclude the public and press from a meeting in respect of confidential or sensitive information which is prejudicial to the public interest and may pass a resolution, without notice, to do so.