

KIRTON PARISH COUNCIL

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Dear Councillor

You are hereby summoned to attend a Meeting of Kirton Parish Council's Staffing Committee which will be held on **Wednesday 22nd April 2020 via Zoom online Meeting, commencing at 4 pm**. The business to be dealt with at the meeting is listed in the agenda.

Public are invited but there is no public forum.

Signature *Belinda Buttery* Parish Clerk/RFO

Date 15th April 2020

AGENDA

1. Apologies for Absence and reasons given.
2. Receipt of any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any written requests for dispensations in relation to members' disclosable pecuniary interests.
3. To consider the revised Terms of Reference for the Staffing Committee.
4. Review process and procedures
5. Date for Appraisals
6. Agree roles and responsibilities of individual committee members
7. Invite Chairman as 5th member of the Committee
8. Date & Time of next Parish Meeting, Thursday 21st May 2020 (TBC location)