

MATCHING PARISH COUNCIL

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NOTICE OF MEETING

To: Members of Staffing Committee of Matching Parish Council

You are hereby summoned to attend a meeting of the Staffing Committee of Matching Parish Council at The Fox, Matching Tye on Monday 7th June 2010 at 7.00 pm for the purpose of transacting the following business



Clerk to Matching Parish Council.

1st June 2010

AGENDA

Chairman's Welcome

1. Apologies and reasons for absence

2. Declarations of interests.

With regard to items on the agenda. Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI. 2007/1159) (The Revised Code) with the additional non mandatory section 12(2)

3. Formation of Personnel Sub-committee

To elect three members of committee to form Personnel sub-committee and to grant delegated powers.

- a. To investigate all personnel issues, interview all parties and report back to committee with recommendations
- b. To appoint, dismiss, review conduct, conduct annual appraisal and to review conditions of service of all members of staff.

4. Dates of next meeting

5th July