



Turners Hill Parish Council  
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**TO MEMBERS OF THE STAFFING COMMITTEE**

**26<sup>th</sup> September 2024**

**You are summoned to attend a meeting of the STAFFING COMMITTEE to be held on THURSDAY 3<sup>rd</sup> October 2024 at THE ARK at 11:00 am.**

**Clerk to the Council**

**A G E N D A**

- 1 To elect the Chairman of the Staffing Committee
- 2 Apologies
- 3 Declarations of interests in any agenda item listed
- 4 To note the resignation of the Clerk on 31<sup>st</sup> December 2024
- 5 To consider the temporary exclusion of the public and press due to the confidential nature of the business to be discussed
- 6 To consider the appointment of a new Clerk/RFO including salary scale, hours, contract and job description (confidential report/documents attached)
- 7 To consider the appointment of an Assistant/Deputy Clerk including salary scale, hours, contract and job description (confidential report/documents attached)
- 8 To appoint a Staffing Interview Panel
- 9 To consider outsourcing payroll (quote attached)