



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 10th July 2018

Dear Staffing Committee: **Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council), Cllrs Alan Baines, Nick Holder, David Pafford and Robert Shea-Simonds**

You are cordially summoned to attend the **Staffing & Resources Committee Meeting** of Melksham Without Parish Council which will be held on **Monday 16th July 2018, at 6.30pm** at **Crown Chambers, 7 Market Place, Melksham, SN12 6ES** to consider the agenda below.

Yours sincerely


Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
2.
 - a. To appoint Chairman of Staffing & Resources Committee for 2018/19
 - b. To appoint Vice Chair of Staffing & Resources Committee for 2018/19
3. To receive **Apologies** and consider approval of reasons given.
4.
 - a. To receive **Declarations of Interests**
 - b. To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered
5. To consider holding items in **Committee (7) due to confidential nature**
Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
6. **Public Participation**
7. **Staffing Structure:**
To consider office staffing structure and make recommendations to the Full Council meeting at 7.00pm