



ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

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Parish Councillors are summoned to attend the meeting of St Andrews Parish Council Staffing Committee which will be held on Wednesday 3rd August at 6:00pm in the Parish Council offices.

Miss Emma Sylvester
Parish Clerk to the Council
27th July 2022

Members of this Committee are:

Mary Friend, Steve Heyes, Sue MacDonald, Vera Tomlinson (Chairman) and Paul West

Members of Public and Press are welcome. Please contact the Clerk if you wish to attend.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman

3. DECLARATION OF INTERESTS

4. MINUTES

To approve the minutes of the last meeting held on 16th March 2022 (attached)

5. PUBLIC RECESS

Members of the public are invited to make representations to St Andrews Parish Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act 1960

In view of the confidential nature of the following items, a formal resolution will be considered to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1960

6. DEPUTY CLERK

(i) To note that post of Deputy Clerk has now been filled.

(ii) To approve attached contract for the Deputy Clerk

(iii) To approve training costs for Deputy Clerk to complete CiLCA which would be split with another parish council.

7. STAFF BREAKS

To discuss whether staff should be paid for their breaks. Chairman to report.

8. CLERK

To discuss and approve Clerk salary increase. Chairman to report.