

HEADCORN PARISH COUNCIL



Parish Office Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcorn.org.uk

Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that a Meeting of the STAFFING COMMITTEE for Headcorn Parish Council will be held in the House Meeting Room, Village Hall, Headcorn on Wednesday 2nd June 2021 at 7.00pm

All members of the Committee are summoned to attend to consider and resolve upon the business to be discussed.

S Christodoulou (Parish Clerk)
25th May 2021

Members of the Public and Press are encouraged to come to the meetings and there is an opportunity to address the committee at the beginning of the meeting.

BUSINESS TO BE TRANSACTED

1. Election of Chair
2. Election of Vice Chair
3. (a) Apologies for absence received and confirmed by the Council.
(b) Enquiry whether anyone intends to film, photograph, or record any of the meeting.
(c) Declaration of Changes to the Register of Interests.
(d) Declarations of Pecuniary or other significant Interests
(e) Requests for Dispensations.
(f) Declarations of Lobbying.
4. Public Session (Minute book closed)
5. To resolve that the minutes of the Staffing Committee Meeting held on 29th March 2021 be taken as read, confirmed as a correct record, and signed by the Chairman.
6. Matters arising from the previous minutes
7. To consider the Terms of Reference for the Committee and agree any changes or amendments required.
8. Any other business

Meeting Closed

Part 2 Exclusion of Public and Press –in accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press are to be excluded from the meeting by the reason of the confidential nature of the items to be discussed.

1. To discuss personnel matters and agree actions required.

Meeting Closed