

# PITSTONE PARISH COUNCIL STAFFING COMMITTEE

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**NOTICE IS HEREBY GIVEN OF** the committee meeting  
to be held at Pitstone Pavilion on Tuesday 18 June 2024 at 7pm

Laurie Eagling, Clerk to the Council  
9 Warwick Road, Pitstone, LU7 9FE  
Tel: 01296 767261

Signed    *L Eagling*     
Date: 6/6/24

## A G E N D A

**1. ATTENDANCE AND APOLOGIES**

**2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

To consider declarations & interests from committee members on matters to be considered at the meeting.

**3. MINUTES OF PREVIOUS MEETING**

To resolve that the minutes of the previous meeting held on 5 February 2024 are a true and accurate record of the meeting.

**4. CLERK'S REPORT ON MATTERS ARISING**

None.

**5. STAFFING MATTERS**

1. To note that both new litter pickers are now operational.
2. To note feedback arising from annual appraisal with Parish Assistant and Facilities Manager.
3. To carry out annual review of the hourly rates for Parish Assistant & Facilities Manager.
4. Volunteers' events scheduled for 17/9/24 and 21/1/25 – determine any special actions arising.

**6. REFERRAL TO FULL COUNCIL**

To determine any matters outside the terms of reference of the committee that require referral to full council.

**7. DATE AND TIME OF NEXT MEETING**

To determine date and time of next meeting.

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meeting and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and press will be excluded from this meeting due to the confidential/sensitive nature of the business to be transacted.

However the minutes will still be published to our website [pitstone.co.uk](http://pitstone.co.uk) so you can all keep up-to-date.