



**CRANLEIGH PARISH COUNCIL**

Tel: 01483 272311  
Fax: 01483 277573  
Website: [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk)

Village Way  
Cranleigh  
Surrey  
GU6 8AF

25 April 2024

**NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE**

Members of the Personnel Committee are respectfully summoned to a Meeting to be held on  
**Thursday 02 May 2024 at 6.00p.m. at the Council Chamber**

Members of the public and press are entitled to attend this meeting in person  
but are encouraged to join the meeting via zoom using this link:

To join this meeting online:

Topic: Personnel Committee  
Time: May 2, 2024 06:00 PM London

Join Zoom Meeting  
<https://us06web.zoom.us/j/81419016197?pwd=bYHugc0EiqlLZFhJUzsQ52V0ayavSm.1>

Meeting ID: 814 1901 6197  
Passcode: 623041

One tap mobile  
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Dial by your location

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- +44 203 481 5240 United Kingdom
- +44 203 901 7895 United Kingdom
- +44 208 080 6591 United Kingdom
- +44 208 080 6592 United Kingdom

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Passcode: 623041

Beverley Bell FSLCC  
**PARISH CLERK**

To:- The Personnel Committee

*Cllr R Burbridge* Vice Chairman  
*Cllr N Sanctuary*  
*Cllr M Scully*  
*Cllr R Tyler* Chairman  
*Cllr M West*

AGENDA

1. APOLOGIES FOR ABSENCE  
**Recommendation: To accept apologies and reasons for absence.**
2. DECLARATION OF INTERESTS  
**Recommendation: To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.**
3. PERSONNEL COMMITTEE MINUTES  
**Recommendation: The Committee to approve and the Chairman to sign as a correct record, the Minutes of the Personnel Committee Meeting held on 29 February 2024.**
4. CHAIRMAN'S REPORT  
**Recommendation: To note the report.**
5. PUBLIC SESSION  
**Recommendation: To note any comments by members of the public.**
6. STAFF MATTERS  
**Recommendation:-**
  - **To exclude members of the press and public – reason staff in confidence.**
  - **To receive an update on staffing matters from the Clerk.**
  - **To receive an update on the staff vacancy.**
7. DATE OF NEXT MEETING  
**To be arranged.**

Please note that the agenda and all associated papers can be found on the Parish Council website [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk)

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.