



CRANLEIGH PARISH COUNCIL

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Village Way
Cranleigh
Surrey
GU6 8AF

26 April 2023.

NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE

Members of the Personnel Committee are respectfully summoned to a Meeting to be held on
Wednesday 03 May 2023 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 Meeting
Time: May 3, 2023 06:00 PM Greenwich Mean Time

Join Zoom Meeting
<https://us06web.zoom.us/j/87528558916?pwd=amM3UGdnRDI2aXVIMitTWjdZRINaUT09>

Meeting ID: 875 2855 8916
Passcode: 511018
One tap mobile
+443300885830,,87528558916#,,,,*511018# United Kingdom
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Dial by your location
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+44 131 460 1196 United Kingdom
+44 203 481 5237 United Kingdom
+44 203 481 5240 United Kingdom
+44 203 901 7895 United Kingdom
+44 208 080 6591 United Kingdom
+44 208 080 6592 United Kingdom

Meeting ID: 875 2855 8916
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Beverley Bell FSLCC
PARISH CLERK

To:- The Personnel Committee

Cllr R Burbridge Vice Chairman
Cllr C Gould
Cllr N Sanctuary
Cllr M Scully
Cllr R Tyler Chairman

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 06 February 2023.

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 consider applications for the Trainee Admin Clerk vacancy and to appoint a Recruitment Panel.**

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

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.