

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB  
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Parish Deputy Clerk: Harry Clark

## **Notice of Staffing Committee Meeting – 2<sup>nd</sup> July 2025 at 3:00pm**

In the Council Chamber, Diamond Jubilee Lodge, Woodview Road  
Committee Members are summoned to attend for the purpose of transacting the following business.

### **The Openness of Local Government Bodies Regulations 2014**

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

## **AGENDA**

- 1. Apologies and acceptance for absence**
- 2. Declarations of Interest and Dispensations**  
To receive Members' Declarations of Interest in Agenda Items and to note the Granting of any Requests for dispensations.
- 3. To Approve the Staffing Committee Minutes of the Meeting held on 21<sup>st</sup> May 2025**
- 4. Public Participation**  
(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
- 5. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of items 6, 7, and 8 in view of the confidential and personal nature of the business to be transacted.**
- 6. Update on Legal Proceedings**
- 7. Update on Grievance and Investigation**
- 8. Update on Probations (2) to include RFO status**
- 9. Update on appointment of Parish Clerk – start date and**
- 10. Update from Locum Clerk interim issues/workload/training initial assessment etc**
- 11. Update on capability issue**
- 12. To confirm the date, time and venue of next meeting**

*Richard Bishop* Locum clerk to the Council

Dated: 25<sup>th</sup> June 2025