



## **WOMBOURNE PARISH COUNCIL**

**Staffing Committee Meeting  
Monday 5<sup>th</sup> February 2024  
at 6.30pm.**

Committee Members: Councillors Mike Davies, Jan Evans (Vice-Chairman), Mary Roberts (Chairman), Ian Sadler

Dear Councillor,

You are hereby summoned to the above meeting for the transaction of business as set out below.  
The meeting will be held in the Brook Room, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

*Rachael Wright*

Mrs Rachael Wright  
Clerk to the Parish Council  
29<sup>th</sup> January 2024

**Having regard to the confidential nature of the business to be transacted, this meeting is not open to the Press and Public, pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.**

### **AGENDA**

1. **Apologies** – *to note any apologies received from Councillors*
2. **Declarations of Interest** – *Councillors are reminded of their responsibility to declare any disclosable pecuniary interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011*
3. **Minutes of the last meetings** – *to approve the minutes from the meetings on 5<sup>th</sup> December 2023*
4. **Request from a member of staff**– *to:*
  - a. *Note the request*
  - b. *Agree for the Chairman and Clerk to obtain advice and information in relation to the request, to report back to the Committee*
5. **Planning for absences** – *to note the update from the Clerk and consider any action that the Committee feel is required*
6. **Next meeting** – *to agree the date of the next meeting*