



## **WOMBOURNE PARISH COUNCIL**

**Staffing Committee Meeting  
Wednesday 20<sup>th</sup> March 2024  
at 11.00am**

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 Smallbrook Room, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

*Rachael Wright*

Mrs Rachael Wright  
Clerk to the Parish Council  
13<sup>th</sup> March 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> February 2024*
- 4. Update following the request from a member of staff**– *to receive an update and agree next steps*
- 5. Updated contracts** – *to approve the updated contracts for three members of staff*
- 6. Next meeting** – *to agree to meet when there is an update available*