

5 June 2024

NOTICE OF MEETING OF THE PARISH COUNCIL

I hereby give notice that the **Staffing Committee of Upper Rissington Parish Council** will be held in Upper Rissington Village Hall, Wellington Road on **Monday 10 June 2024 at 6.30pm.**

To all Members of the Staffing Committee

Member of the Staffing Committee are hereby summoned to attend the **Staffing Committee of Upper Rissington Parish Council** will be held in Upper Rissington Village Hall, Wellington Road on **Monday 10 June 2024 at 6.30pm.**

RWaller

Ruth Waller

Clerk to Upper Rissington Parish Council

AGENDA

Council are excluding members of the public and the press to progress matters of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102

As Proper Offer and most senior member of Staff, the Clerk will be in attendance at this meeting.

- SC24.06.10.1 To review job descriptions** for both the Clerk/RFO and Assistant Clerk
- SC24.06.10.2 To agree schedule** for contract completion and signing for Clerk and Assistant Clerk
- SC24.06.10.3 Date of Next Meeting**