



## WORPLESDON PARISH COUNCIL

West View  
84 Rydes Hill Road  
Guildford  
Surrey  
GU2 9UG

Monday 5 November 2018

To: All members of the Staffing Committee

You are hereby summoned to attend a Staffing Committee meeting of Worplesdon Parish Council to be held at Unit 2 Beaufort, Parklands, Railton Road, Guildford, GU2 9JX on Monday 12 November at 10am for the purpose of transacting the following business.

Members of the public have a right to attend the first part of the meeting

Signed:

*Gaynor White*

Mrs G F White PSLCC  
Clerk to the Council

### Agenda

1. To receive apologies.
2. Declaration of disclosable pecuniary interests.
3. Declaration of non-pecuniary interests.
4. Minutes of the previous meetings – To be agreed and signed by the Chairman as a true record.
5. To recommend the purchase of additional IT equipment (including network equipment) - Maximum cost £1,000 & VAT.
6. To establish a working party to review the working arrangements of the Council – Number of full council meetings and power of expenditure for the various functional committees. (Working party to comprise Cllr N Mitchell, Cllr G Adam and the Clerk). **Recommendations** to be made to the Council at the earliest opportunity.

**Pursuant to the Admission to Meetings Act 1996 Section 1(2)**

***In view of the confidential nature of the following business members of the public and press are to be excluded from the remainder of the meeting.***

7. To recommend to the Council the appointment of a part-time book-keeper on a 12-month contract – SCP 28 – Anticipated minimum hours 5 per week. Package to include holiday pay, sick pay and membership of the LGPS.