

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

25th November 2021.

To Members of the Staffing Committee

Councillors Liz Burns, Ruth Clark, Fran Deschampsneufs, Stephen Giles-Medhurst (Chairman), Jane Lay & David Major.

The next meeting of the Staffing Committee will be held at the above address on Wednesday 1st December 2021 at 9:00 am, when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Isabel Montesdeoca
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **To confirm the Minutes of the Meeting held on 12th May 2021 (Enclosed).**
5. **Committee Meeting**
To consider holding an additional committee meeting on Wednesday 5th or 12th January 2022 @ 9:00am.
6. **Exclusion of the Press and Public (Part II)**
As following items will consider matters related to the employment of staff a resolution to exclude the press and public may be required, under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100.
7. **Council and Administration Officer Role**
To consider the Clerk's report. (Clerk's report PII, item 1, and Delegation of Responsibility - Officer & Staff Recruitment Policy v1.5 update)
8. **Manor House Caretaker and Facilities Manager Role**
To consider the Clerk's report. (Clerk's report PII, item 2.)
9. **Grounds Apprentice Role**
To consider the Clerk's report. (Clerk's report PII, item 3.)

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[https://alpcouncil.sharepoint.com/sites/alpcbudgetsmeetingsplanning/shared documents/alpc meetings/alpc meetings 2021-2022/staffing committee/alpc-staffing-agenda-2021-12-draft2.docx](https://alpcouncil.sharepoint.com/sites/alpcbudgetsmeetingsplanning/shared%20documents/alpc%20meetings/alpc%20meetings%202021-2022/staffing%20committee/alpc-staffing-agenda-2021-12-draft2.docx)