



COMMUNITY CENTRE OFFICE, BRISTOL ROAD, WHITCHURCH, BRISTOL, BS14 OPT  
Email [info@whitchurchvillagecouncil.co.uk](mailto:info@whitchurchvillagecouncil.co.uk)  
[www.whitchurchvillagecouncil.co.uk](http://www.whitchurchvillagecouncil.co.uk)  
Tel. 01275 839873

**YOU ARE HEREBY SUMMONS TO ATTEND  
THE WHITCHURCH VILLAGE COUNCIL STAFFING COMMITTEE MEETING  
WHICH IS TO BE HELD IN THE WVCA HALL  
ON MONDAY 26<sup>th</sup> FEBRUARY 2024 at 1.30.p.m.**

**THE PUBLIC ARE INVITED TO ATTEND**

**S Dyer - Clerk – 19<sup>th</sup> February 2024**

#### **AGENDA**

**1. Public Participation**

This provides an opportunity for members of the public to raise questions about and comment upon matters within the jurisdiction of the committee. The maximum time for this session is 15mins, 3mins per individual. If you wish to speak please notify the Clerk in writing, no later than 24hrs before the meeting, with your name, address and subject matter.

2. Apologies for absence, to commence no later than 1.45.p.m.

3. To receive any Declarations of Interests under Whitchurch Village Council's Code of Conduct (adopted on 7th November 2012)

4. To receive, consider and grant any dispensations (for disclosable pecuniary interests)

4. Privacy – To consider excluding the public and press due to the confidential nature of the following items.

5. To consider the Job descriptions and agree any amendments to these.

6. To discuss staff contracts and agree any actions required.

7. To consider implementing staff appraisals and agree the way forward with this.