



**Millbrook Parish Council
Agenda for Staffing Committee meeting
to be held on Tuesday 1st March at 4pm
Venue: Millbrook Village Hall, Attic Room**

- 1. Apologies for absence**
- 2. Exclusion of public and press from the meeting**
To resolve that pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 S100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted.
- 3. Minutes of the previous staffing committee meeting**
Approval of the minutes of the staffing committee meeting held on 11th February 2022
- 4. Vacancy for the position of Parish Council Caretaker.**
To consider the recommendations from the interview panel for recruitment of the caretaker position.
- 5. Vacancy for the position of Admin Support Officer**
To consider the recommendations from the interview panel for recruitment of the admin support officer position.
- 6. To approve the holiday records for the current staff.**

Karenza Heald
Parish Clerk / RFO