

# PROBUS PARISH COUNCIL

Clerk: Maria Roper (Parish Council)  
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## TO MEMBERS OF THE STAFFING COMMITTEE

You are hereby summoned to attend a Staffing Committee meeting of Probus Parish Council on **Thursday, 12<sup>th</sup> September 2024** in **Probus Village Hall** at **19:00**, for the purpose of transacting the following business.

1. To **RECEIVE** apologies for absence.
2. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**  
Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be **PROPOSED, SECONDED** and **RESOLVED** that the public and press should not be present.
3. To **CONFIRM** the minutes of the Staffing Committee meeting held on 20<sup>th</sup> February 2024
4. To **REVIEW** the staff rates and hours and **CONSIDER** recommendations to the Finance Committee/Full Council
5. To **CONSIDER** proposed Health and Safety Policy
6. To **NOTE/CONSIDER** correspondence before the despatch of the Agenda
7. To **NOTE/CONSIDER** correspondence after the despatch of the Agenda.
8. To close the meeting

Maria Roper  
Clerk to the Council  
6<sup>th</sup> September 2024