

# RUGELEY TOWN COUNCIL

Town Clerk: Mrs Melanie Matthews  
E: clerk@rugeleytowncouncil.gov.uk



Councillors are summoned to a **Staffing Committee Meeting** of Rugeley Town Council which will be held at the Council Chamber, Rugeley at **6.30pm on Wednesday 20<sup>th</sup> November 2024**, when the following business will be transacted.

The press and public are not invited to attend the meeting due to confidential reasons.

*Melanie Matthews*

Melanie Matthews  
Town Clerk and Responsible Finance Officer

## AGENDA

<b>1</b>	<b>Election of a Chair</b> <b>Proposal</b> to elect a chair for this committee	
<b>Exclusion of the Public</b> The public to be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.		
<b>2</b>	<b>Apologies</b> To receive any apologies (through the Clerk in accordance with Standing Orders)	
<b>3</b>	<b>Declaration of personal &amp; prejudicial interest or requests for dispensation on any item on the agenda</b> Members should notify Monitoring officer within 28 days if not already declared.	
<b>4</b>	<b>Shortlisted Candidates</b> To agree who from the shortlist should be put forward for interviews for the 3 vacancies on offer	<b>CVs attached</b>
<b>5</b>	<b>Interviews</b> Set up a panel of 3 councillors to interview candidates and set dates/ times for interviews	
<b>6</b>	<b>Bandings / Pay Rise</b>	<b>Clerks Report</b>
<b>7</b>	<b>Current Staff</b> Develop a plan for current staff, including those who have not applied for new roles, as well as casual employees whose wages will fall below the standard living wage next year.	<b>Clerks Report</b>
<b>End of Meeting</b>		