



PULBOROUGH PARISH COUNCIL
Working together for a better future

To Members of the Finance & Policy Staffing Sub-Committee:

You are hereby SUMMONED to a meeting of the Finance & Policy Staffing Sub-Committee to be held in the Committee Room, Pulborough Sports Pavilion on **Thursday 25th May 2023 at 4.00pm.**

Public and press do not have a statutory right to attend this meeting and are excluded due to the confidential nature of the business to be transacted.

Heather Knight
Clerk
01798 873532 clerk@pulboroughparishcouncil.gov.uk
Swan View, Lower Street, Pulborough, RH20 2BF

Dated: 22nd May 2023

AGENDA

- 1. Apologies for Absence**
To receive and approve apologies for absence.
- 2. Declarations of Interest and Changes to Register of Interests**
To receive members declarations of interest on any agenda items and to note any changes to councillors' register of interests.
- 3. Minutes**
To approve the minutes of the meeting held on Tuesday 4th April 2023 (previously circulated) and to receive the Clerk's report.
- 4. Staff Resourcing**
To consider forthcoming vacancy of Clerk/RFO position and consider recruitment process for replacement employee. Points to be determined include:

Job description and person specification requirements
Pay range
Recruitment campaign details
Timescales: Advertisement closing date and likely interview dates