

18 February 2020

**To all members of the Staffing Committee of Burley Parish Council:**  
You are hereby summoned to attend a meeting of **The Staffing Committee** to be held in The Parish Council Office, Queen's Hall, Burley in Wharfedale on **Monday 24<sup>th</sup> February 2020 at 7:30pm**  
If you are unable to attend please let me know in advance.



*Clare Smith*

Clerk to Burley Parish Council

## **A G E N D A**

- 1. To receive any apologies for absence**
- 2. To receive any disclosures of interest**
- 3. To consider written requests for a dispensation on any matters to be discussed**
- 4. Public Participation**
- 5. Minutes of Previous Meeting**  
To approve the minutes of the meeting of the Staffing Committee held on 16<sup>th</sup> January 2020.
- 6. To exclude the press and public during the confidential matters.**
- 7. Staffing reviews and support measures**
- 8. To consider the request submitted by the Senior Library Assistant.**
- 9. To approve the annual salary increment for relevant staff (with effect from 1<sup>st</sup> April 2020).**
- 10. Date of Next Staffing Committee Meeting – To be confirmed.**