

To all members of the **HR Committee**,

You are hereby summoned to attend a meeting of the **HR Committee** to be held in the **Reading Room on Monday 29th January 2024, commencing at 12 noon**, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

Members of the public and press are invited to attend the meeting.

Katherine Anness

Katherine Anness, Clerk/Proper Officer to Mary Tavy Parish Council

32 Oak Road, Tavistock, PL19 9EZ

Tel: 01822 616047

Email: parishclerk@marytavyparishcouncil.co.uk

AGENDA

- 1. To elect the Chair of the HR Committee**
- 2. Declarations of Interest**
- 3. To elect a member present at the meeting to write the minutes for the meeting**

PART TWO

4. The Council is recommended to pass the following resolution: -

‘To **resolve** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the remaining items of business as they involve the likely disclosure of confidential information.’

Reason: information about shortlisted candidates and staff members is confidential.

Chair of the HR Committee to dismiss members of the public and press following passing the above-stated resolution

5. To decide who to employ as the new Clerk, Responsible Financial Officer and Burial Clerk for Mary Tavy Parish Council following the interviews of shortlisted candidates held on 25th and 26th January 2024

6. To decide the starting salary for the newly appointed Clerk, Responsible Financial Officer and Burial Clerk