**Minutes of the Staffing Committee meeting held at Beeding and Bramber Village Hall on Wednesday 9th June 2021 at 7pm**

**Present:** **Councillors:**C. Verney (Chairman), I. Allen, S. Birnstingl, B. Harber, I. Ivatt

**S:0621:01** **Election of Chairman**

Cllr Verney was elected as Chairman for the Staffing Committee for the municipal year ending May 2022. Proposed Cllr Harber, seconded Cllr Allen and agreed by all.

**S:0621:02 Election of Vice-Chairman**

Cllr Harber was elected as Vice-Chairman for the Staffing Committee for the municipal year ending May 2022. Proposed Cllr Birnstingl, seconded Cllr Allen and agreed by all.

**S:0621:03 Apologies for absence**

None.

**S:0621:04 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

**S:0621:05 Minutes of the last meeting**

The minutes of the meeting held on [13th April 2021](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EbM4O0qeHRdCqIcpw8G7UhkBSc7mji20Lgv07VHg5BimAA?e=TBZbiZ) were approved as a true record. Proposed by Cllr Allen, seconded Cllr Birnstingl and agreed.

**S:0621:06 Public Adjournment**

None present.

**S:0621:07 Terms of Reference**

The [terms of reference](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ESsO2ynHQ5ZOnNl-ldsYm2YBouCragx-az7v3PrugTbKjg?e=1IuUiP) for the Staffing Committee for the Community Committee were reviewed and agreed with minor amendments.

**S:0621:08 Confidential Session**

Under the Public Bodies (Admissions to Meetings) Act 1960, and in accordance with Standing Orders 3d it was resolved to exclude the press and public on the grounds that the confidential matters to be discussed under item S:0421:06 may involve disclosure of personal or privileged information which would be inappropriate to put in the public. Proposed Cllr Harber, seconded Cllr Ivatt and agreed

**S:0621:09 Staffing Matters**

 Staffing matters were discussed and recommendations to Full Council were agreed.

**S:0621:10 Matters raised by Councillors**

 None.

There being no other business the meeting concluded at 8:00pm

Minutes Signed By: Date: