



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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Date: 22 July 2026

Dear **MEMBER OF DOWNTON PARISH COUNCIL STAFFING COMMITTEE**

You are hereby summoned to attend a

STAFFING COMMITTEE MEETING

on **MONDAY 27 JULY 2026 at 6pm**

in **THE DOWNTON MEMORIAL CENTRE (BONVALOT ROOM)**

For Information: Members of the Public & Press

AGENDA

SC 13/26

Public Question Time

The Chair will invite members of the public to make representations in respect of the business on the Agenda, ask their questions, or make their statements. The period of time designated for public participation shall not exceed fifteen minutes unless otherwise directed by the Chair. A member of the public shall not speak for more than five minutes.

SC 14/26

Apologies for Absence

SC 15/26

Declarations of Interest

- i) To receive declarations of interest from Councillors on items on the agenda
- ii) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- iii) To consider and grant requests for dispensation in accordance with relevant circumstances under Standing Order 13(h), as appropriate

SC 16/26

Minutes

To resolve to approve the Minutes of the Staffing Committee Meeting held on **22 June 2026**

SC 17/26

Business raised during Public Question Time

To resolve to refer any business raised by the public or items of information from councillors either to the appropriate committee or for any other action.

- SC 18/26** **To consider resolving that Agenda item SC 19/26 will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed**
- SC 19/26** **Staffing Matter**
- SC 20/26** **Next Meeting**
To agree the date of the next Staffing Committee Meeting