BERKSWELL PARISH COUNCIL
STAFFING COMMITTEE MEETING 16 SEPTEMBER 2026

Clerk to Berkswell Parish Council
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TO MEMBERS OF THE STAFFING COMMITTEE

Sir/Madam

You are hereby summoned to attend the Staffing Committee Meeting of the Parish Council of Berkswell to be held in the Balsall and Berkswell Jubilee Centre, Station Road, Balsall Common on 16 September 2026 at 8:00 am for the purpose of transacting the following business.

Mr R Wilson
Clerk to Berkswell Parish Council 11 September 2026

Agenda

1. **Attendance**
2. **Apologies for absence**
3. **Acceptance of apologies for absence**
4. **Declarations of Interest**
   a. To receive declarations of interest from Councillors on items on the agenda
   b. To receive written requests for disclosing pecuniary interests
   c. To consider any requests for dispensations as appropriate
   d. Councillors are reminded to update their Notice of Registrable Interests'. It is a requirement that councillors update the Register within 28 days of a change to any Disclosable Pecuniary Interest. Councillors to note that the current register is available via the following link http://eservices.solihull.gov.uk/mgInternet/mgParishCouncilDetails.aspx?ID=235&LS=3
5. **Election of Committee Chair.** Committee to elect a councillor to the position of Committee Chair.
6. **Nomination of staff liaison committee member in line with terms of reference.**
7. **Committee to agree item 8 of the agenda is a confidential matter and will be discussed in closed session without press or public present.**
8. **Discussion of confidential staff matter.**
9. **Next Meeting**
   Committee to discuss and agree appropriate timing for the next meeting of the staffing committee.

Signed: Mr Richard Wilson Richard Wilson Clerk (on behalf of the Chairman)

Public and Press are welcome to attend up to agenda item 7, should this item be agreed, Public and Press with then be asked to leave.