



# Ashington Parish Council

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**To: All Members of the Staffing Committee**, you are hereby summoned to attend the following meeting for the transaction of the business stated in the agenda below.

**Staffing Committee Meeting to be held on**  
**Thursday 26th March 2026, at 7:30pm**  
**Ashington Community Centre, Foster Lane, Ashington**

Lee English, Clerk to Ashington Parish Council

20th March 2026

## AGENDA

<b>S/01/26</b>	<b><u>Apologies for absence</u></b>
<b>S/02/26</b>	<b><u>Declaration of Interests</u></b>
<b>S/03/26</b>	<b><u>Public Adjournment</u></b> Members of the public may make representations, answer questions and give evidence with regards to items on the agenda.
<b>S/04/26</b>	<b><u>Employment updates</u></b> <b>1. Local Government Pension Scheme (LGPS) – To note change in employer rate</b>
<b><u>CONFIDENTIAL SESSION</u></b> - the Chairman will propose, under the Public Bodies (Admissions to Meetings) Act 1960, and in accordance with Standing Orders 3d, to exclude the press and public on the grounds that the confidential matters to be discussed under item S/05/26 and S/06/26 below would be prejudicial in the public interest.	
<b>S/05/26</b>	<b><u>Staff recruitment</u></b> To discuss recruitment of an additional staff member, and propose recommendations for submission to Full Council. <b>1.</b> To discuss scope of the role. <b>2.</b> To discuss and propose allocation of hours for both staffing roles. <b>3.</b> To discuss and propose pay and conditions. <b>4.</b> To draft recruitment paperwork including advert for vacancy, application form, job description, person specification and any other relevant documents
<b>S/06/26</b>	<b><u>Clerk hours</u></b> To review current hours and propose any amendments <b>1.</b> To discuss and review Clerk hrs from April 2026

Members of the public are advised that they have a right to film and/or record the meetings of Ashington Parish Council. Members of the public are also advised that by attending a meeting or video conference of the Council, they give their consent to being filmed and/or recorded by other members of the public, if such activity is taking place.