

Hundleby Parish Council



23rd September 2024

Dear Councillor

You are hereby summoned to attend an **Extraordinary** meeting of the Full Council to be held on Friday 30nd September 2024 commencing at 7pm to be held at The Parish Rooms, Main Road, Hundleby.

There will be a public session at the beginning of the meeting. This session will not be minuted.

JOSEPH ROBERTS
Hundleby Parish Clerk.

1. Apologies for Absence

To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

2. To receive declarations of interest under the Localism Act 2011-being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written request for dispensation as outlined in the Council's Code of Conduct. (ALL)

3. To note and accept the Clerks letter of resignation.

4. To consider and approve the recruitment process for the Clerk's replacement.

5. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:

- A. To consider and approve an appropriate leaving date and notice period for the current Clerk, this including to approve annual leave which is owed in lieu.
- B. To consider and approve temporary cover options for the clerk position.