



HASLEMERE TOWN COUNCIL

22nd June 2026

To all Members of Staffing Committee

Chairman	Cllr J Carter
Deputy Chair	Cllr M Leach
Councillors	Bayliss, Carroll, Keen, Nicholson

I give notice that a meeting of Staffing Committee will be held Friday 26th June 2026 at 9.30am in the Council Chamber, Town Hall, High St, Haslemere and you are hereby summoned to attend such meeting.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATION OF INTERESTS

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held 12th June 2026 to be signed as a true record.

APPENDIX 1

4. EXCLUSION OF THE PUBLIC

RECOMMENDED: "That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

5. RECRUITMENT OF TOWN CLERK

The committee will formally select a recruiter to assist with running the process. In addition to this, the draft timetable, job description and other documents will be considered (to be issued before the meeting).

RECOMMENDED:

That LGRC's proposal to provide Town Clerk recruitment services is accepted. Recruitment services to be paid from the Staff Costs EMR.

Chairman and Town Clerk are delegated to manage the process going forward, within the parameters agree by the committee. Any necessary changed to be notified to the committee by email.

A recommendation on the appointment of the new Clerk will be taken to an Extraordinary council meeting, once the interview process has finished in the beginning of August.

**** End of Agenda ****