



Windlesham Parish Council

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28th October 2021

To: The Members of the Windlesham Parish Council

You are hereby summoned to attend an Extraordinary meeting of the Windlesham Parish Council to be held at Windlesham Field of Remembrance Hub, Kennel Lane, Windlesham GU20 6AA on **Wednesday 3rd November 2021 at 7.00pm** to act upon the undermentioned business.

If you are unable to attend the meeting, please send your written apologies.

Cllr Malcaus Cooper
Chair of the Council

MEETING INFORMATION

Members of the public are invited to attend this meeting or alternatively, if you wish to submit any questions or comment on any of the items on this agenda without attending, please email clerk@windleshampc.gov.uk by midday on Wednesday 3rd November 2021. Please note that submissions for public participation will be read aloud at the meeting, along with the name of the person submitting the comment. If you do not wish your name to be made public at the meeting you must specify this to the Clerk in writing at the time of submission.

AGENDA

- 1 **Apologies for absence**
- 2 **Declarations of Interest:** Members to declare any interest, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for dispensations that accord with the Localism Act 2011 S33(b-e).
- 3 **Public Question Time:** In accordance with Standing Orders a period not exceeding 20 minutes will be allowed for public participation.
- 4 **Exclusion of the Press and Public.** To agree any items to be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.
- 5 **Finance:**
 - a) Accounts for payment
- 6 **Recruitment**
 - **Personnel Committee Terms of Reference**
 - **Committee Administrator Job Description**
- 7 **Temporary Suspension of Committee Meetings**
- 8 **Exclusion of the press and public - To exclude members of the public, including the press, for consideration of items excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.**