



SHERE PARISH COUNCIL

*Serving the villages of Gomshall,
Holmbury St. Mary, Peaslake, Shere and
a large part of Abinger Hammer*

Mrs L S Childs,
Parish Clerk/Finance Officer,
Telephone/Fax: 01483 203431

Clerk2009@ShereParishCouncil.gov.uk
<http://www.ShereParishCouncil.gov.uk>

Tanyard Hall
30 Station Road
Gomshall
Guildford,
Surrey. GU5 9LF

17th September 2012

All Members of Shere Parish Council are hereby summoned to attend the Shere Parish Council Extraordinary Council meeting to be held in Tanyard Hall, 30 Station Road, Gomshall on Wednesday 26th September 2012 at 8.15 p.m. for the purpose of transacting the business specified on the attached agenda.

Various recruitment documents are attached for perusal prior to the meeting.

A Planning Committee meeting will also be held on 26th September commencing at 7.15 p.m.

With best wishes.

Yours sincerely,

Lesley Childs
Clerk to the Council



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**SHERE PARISH COUNCIL
EXTRAORDINARY COUNCIL MEETING
WEDNESDAY 26TH SEPTEMBER 2012
8.15 P.M. TANYARD HALL, 30 STATION ROAD, GOMSHALL**

AGENDA

12/78 To accept apologies and reason for absence (if appropriate) in accordance with the Local Government Act 1972, Schedule 12, paragraph 40.

12/79 Declaration of Personal or Prejudicial Interests by Councillors on any of the agenda items below.

12/80 Register of Interests – to declare any amendments. (Members are reminded that any amendments must also be notified by Councillors in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford. GU2 4BB).

12/81 Declaration of gifts or hospitality over £25. (Members are reminded that once a declaration of gifts or hospitality has been made then a new Form of Financial and other registerable interests must be completed).

Exclusion of the Public and the Press (Public Bodies Admission to meetings Act 1960)

12/82 Recruitment Issues

- Mrs Anne Bott, Deputy Director of Surrey and Sussex County Association of Parish and Town Councils, to offer the Council advice and to answer questions regarding the recruitment of a new Clerk and Responsible Financial Officer.
- The Council to confirm job descriptions.
- The Council to decide on the salary and other working conditions.
- The Council to consider pension arrangements.
- The Council to confirm that SCAPTC assist with the recruitment process.
- The Council to appoint an interviewing panel and decide on a date when interviews will take place.

Lesley Childs
Clerk to Shere Parish Council
17.9.2012