

# MALVERN TOWN COUNCIL

Town Clerk  
Community Hub  
Victoria Park Road  
Malvern Link  
WR14 2JY



30 May 2025

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## MEETING OPEN TO MEMBERS OF THE PUBLIC

### To Members of the Staffing Committee (Quorum 4):

Cllr David Mead, Cllrs Anne Cherry, Clive Fletcher, Emma Green, Clive Hooper, Josie Leibrandt, Karen Newbigging

### All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the Staffing Committee to be held in the Park View Community Room, Victoria Park Road, Malvern Link, WR14 2JY on Wednesday 4 June 2025, commencing at 6.00pm for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. Blake'.

**Linda Blake**  
**Town Clerk**

No.	Agenda Item
1.	<b>Election of Chair</b> To elect a Chair of the Staffing Committee for 2025/26
2.	<b>Election of Vice-Chair</b> To elect a Vice-Chair of the Staffing Committee for 2025/26
3.	<b>Apologies for Absence</b> To receive and note apologies for absence
4.	<b>Declarations of Interest</b> To receive declarations of disclosable pecuniary interests and other disclosable interests
<b>Public Participation</b> <i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i>	
5.	<b>Terms of Reference for the Staffing Committee</b> <ul style="list-style-type: none"><li>➤ Recap of terms of reference as agreed by Full Council (attached)</li></ul>
6.	<b>Setting of work plan, actions and timetable for the year</b> <ul style="list-style-type: none"><li>➤ Committee discussion</li></ul>
7.	<b>Format of Staffing overview report</b> <ul style="list-style-type: none"><li>➤ Committee discussion</li></ul>
8.	<b>Date and Time of Next Meeting</b> <ul style="list-style-type: none"><li>➤ Wednesday 23 July 2025 at 6pm</li></ul>