

Dear Councillor

You are summoned to attend a hybrid meeting of the **STAFFING COMMITTEE** of Acton Community Council to be held in the Little Acton Community Centre, The Green, Little Acton, Wrexham LL12 8BH and remotely in accordance with The Local Government and Elections (Wales) Act 2021, on **TUESDAY 25 NOVEMBER 2025 at 6:30pm**. The business to be transacted is as set out in the agenda below.

Please note that the Meeting and those participating in person and remotely will be recorded. Please use this [hyperlink to join zoom remote Staffing Committee Meeting on 25 November 2025](#) or use the Meeting ID: 828 1545 3828 and Passcode: 405808

Yours Sincerely

Carole Roberts

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE:

2. DECLARATION OF INTERESTS:

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

3. EXCLUSION OF PRESS AND PUBLIC:

It is recommended that members of the press and public be excluded from the Meeting during consideration of the following items of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

4. CONFIRMATION OF MINUTES: To confirm the attached confidential minutes of the adjourned meeting of the Staffing Committee held on 10 September 2025 as endorsed by the Council at its meeting on 17 September 2025.

5. INFORMATION FROM THE MINUTES:

6. CLERK'S ANNUAL APPRAISAL: To carry out the Clerk's appraisal for the period January 2025 to November 2025. A copy of the objectives and outcomes from January 2025 together with a copy of the Council's Policy documents has already been circulated to Members via email on 15 October 2025

Please contact

Carole Roberts, Clerk to the Council on: 07913 071470 or

E-Mail:

actoncommunitycouncil@gmail.com with any apologies or requests for further information.

You can also write to the Clerk at Little Acton Community Centre, The Green, Wrexham LL12 8BH

7. TIMETABLE OF MEETINGS AND WORK PROGRAMME FOR 2025/26: The Council at its Annual Meeting on 21 May 2025 set the day and time of meetings for this Committee and it will meet on the second Wednesday of each quarter at 6:30pm; there is one more meeting remaining namely 11 March 2026.

TO: MEMBERS OF THE STAFFING COMMITTEE: Councillors Trevor Coxon (Vice Chair), Mike Davies, Anne Evans, Ralph Hardy (Chair) (ex-officio), Becca Martin and Kevin Roberts (ex-officio)

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