



Canolfan Adnoddau Tŷ Luke O'Connor  
21 Llys Barter  
Hightown  
Wrexham  
LL13 8QT

Luke O Connor House Resource Centre  
21 Barter Court  
Hightown  
Wrexham  
LL13 8QT

Tel: 01978 291562  
email: [clerk@offacommunitycouncil.gov.uk](mailto:clerk@offacommunitycouncil.gov.uk)

5th February 2024

Dear Councillor,

You are hereby summoned to attend the Staffing Committee Meeting of Offa Community Council on Monday 12<sup>th</sup> February 2024 to be held at Luke O Connor House Resource Centre (and remotely by Zoom) at 11:00 am.

Yours faithfully  
Lee Jakeman, Locum Clerk

Zoom Link <https://us02web.zoom.us/j/88076180686?pwd=enVNQTNndGE4NGg2ejltNEdIVUZ6Zz09>

Meeting ID: 880 7618 0686

Passcode: 529776

To: Cllrs: Alex Jones, (Chairman) Linda Subacchi, Barbara Lloyd, R Alun Jenkins and Sarah Roberts

-----

## **AGENDA**

1. To note and accept apologies for absence.
2. To receive any Declarations of Interest.
3. To approve and sign the minutes of a meeting held on 15<sup>th</sup> January 2024.

### **4. Public Bodies**

It is considered in terms of Schedule 12, A Local Government Act 1972, that the following item(s) will be likely to disclose exempt information relating to the establishment and contractual matters and it is therefore **RECOMMENDED** that: the pursuant to the the provisions of the Public Bodies (Admissnions to Meetings) Act 1960, the public and press be excluded.

### **5. Staffing**