



Bude-Stratton Town Council
Parkhouse Centre
Ergue-Gaberic Way
Bude
EX23 8LD
Tel: 01288 353576
Email: office@bude-stratton.gov.uk
Website: www.bude-stratton.gov.uk

To all members of the **Staffing Committee**

Dear Councillor

You are summoned to attend a meeting of the **Staffing Committee** in the **Council Conference Room**, The Parkhouse Centre, Bude on **Wednesday 12th July at 10.30am**, for the purpose of transacting the under mentioned business.

The press, public and all other members of the Town Council are invited to attend but it is the Committee's intention to exclude all non-members of the Committee, the press and public after item 5 on the agenda for the remainder of the meeting due to the confidential nature of the business to be discussed. There will be no opportunity for public participation at this meeting

D James

Donna James – Town Clerk
Date of issue - 6th July 2017

AGENDA

1. To receive and accept apologies for absence
2. To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests
3. Dispensations: to consider requests for dispensations (*for which a Dispensation Request form must have been completed and submitted to the Proper Officer at least 3 working days prior to the meeting*)
4. Minutes: To receive and adopt the minutes of the Staffing Committee meetings held on:
 - (a) 22nd February 2017
 - (b) 1st June 2017
5. Public Bodies (Admission to Meetings) Act 1960 SI (2) & SI (6) – To consider passing the following resolution: 'That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw'. **The following items are confidential and the meeting will proceed 'in closed session'**
6. To note the Town Clerks appraisal
7. To consider and agree the HR training for the staffing committee members
8. To consider and agree responses to requests for:
 - a. Compassionate leave
 - b. Election hours payment
9. To consider the mechanism to pay the new Facilities Manager
10. To receive an update from the Town Clerk on staffing matters and agree any actions (if any)
11. To review all elements of the Council's staffing structure and to make recommendations, to the Full Council, to ensure a continuous and effective administration of the Council

end

Committee Members: Cllrs: L Deely, P Kelly, P Moores, F Partridge, H Partridge, B Willingham
For Information: Cllrs: S Browning, J Bryson, B Dixon, P La Broy, L Moores, P Tilzey, N Tucker