



Bude-Stratton Town Council
Parkhouse Centre
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Bude
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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 **Tuesday 10th April at 9.00am** 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.

DBennett

Mrs Donna Bennett – Town Clerk

Date of issue – 29th March 2018

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, confirm and sign the Minutes of the Staffing Committee Meeting held on the 31st January 2018
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 consider the composition of the (grievance) Staffing Panel
7. To receive an update on the grievance appeal and agree any associated actions and expenditure (if any)
8. To consider advice regarding a resignation received and agree any associated actions and expenditure (if any)
9. To note the decision of the Staffing Panel
10. To consider the recommendations from the Staffing Panel
11. To consider updates and requests on the following and agree any actions and expenditure (where applicable)
 - a) Staff annual increments
 - b) TOIL and annual leave balances
 - c) Extra duties
 - d) Condensed hours
 - e) Staff attendance at meetings
12. To receive and consider correspondence received and agree any associated actions and expenditure (if any)

end

Committee Members: Cllrs: L Deely, P Kelly, L Moores, P Moores, F Partridge, H Partridge, B Willingham

For Information: Cllrs: S Browning, J Bryson, B Dixon, T Gibbs, P La Broy, I Mason, T Philp, P Tilzey, D Towl, N Tucker