



Bude-Stratton Town Council
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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 **Wednesday 17th January 2018 at 10.00am**, 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.

A handwritten signature in black ink that reads "K. Cornwell".

Keith Cornwell – Acting Proper Officer
Date of issue – 11th January 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 and adopt the minutes of the Staffing Committee meeting held on the 8th 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 an update on grievance and disciplinary matters and agree any associated actions and expenditure
7. To receive an update from the APO on staffing matters including: sickness, appointments, accidents, appraisals, increments, the pay award, uniforms and training and agree any associated actions and expenditure
8. To receive and update on Health and Safety matters, considering a revised Health and Safety Policy to recommend to Full Council

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