

# THORNBURY TOWN COUNCIL

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Town Clerk: Louise Powell

**MEETING OF:** Staffing Committee  
**TO BE HELD ON:** Tuesday 5<sup>th</sup> February 2019, Council Chamber, Town Hall  
**COMMENCING AT:** 7.30 pm

Please note that this meeting is open to the public, who are welcome to attend.

Public participation will be taken at the beginning of the meeting and/or at the calling of an agenda item at the discretion of the Chairman.

Due to the confidential nature of some of the matters discussed, the public and press may need to be excluded from the meeting for the discussion of certain agenda items as resolved by the committee.

## AGENDA

1. To receive any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To consider the report of the extra- ordinary meeting held on 24.01.2019 and the report of the meeting held on 27.09.2018 and any matters arising from it
5. To resolve that due to the confidential nature of the matters to be discussed that the public and press be excluded from the remainder of the meeting and that it be conducted in private
6. To receive feedback from the Deputy Clerk recruitment panel
7. To update on staff absence and workload pressures
8. To update on training requested through appraisal and training required (including those raised from our General Risk Assessment)
9. To receive an update on any general staffing matters or consider any other matters on the grounds of urgency

A handwritten signature in black ink, appearing to read 'L Powell'.

Signed Town Clerk

## BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda: -

- a) Report of extra-ordinary staffing committee meeting held on 24.01.2019 (to follow)
- b) Report of staffing committee meeting held on 27.09.2018