

Costessey Town Council

NOTICE – a Meeting of the Staffing Committee of Costessey Town Council will be held on Friday 20 May 2022 at 10am in the Costessey Centre, Longwater Lane, Costessey, NR8 5AH

Hilary Elias, Town Clerk Tel: 01603 742958 e: info@costesseytc.org 13 May 2022

AGENDA

To transact the business below, to receive the following reports and to make such orders or give such directions as necessary

- 1 To elect a Committee Chairman for the civic year**
- 2 To approve apologies for absence**
- 3 To receive declarations of Interest (pecuniary, non-pecuniary & sensitive)**
- 4 To confirm and sign the minutes of the previous Staffing Committee meeting on 22 April 2022**
- 5 To confirm the date of the next Staffing Meeting as 24 June 2022 at 10am**
- 6 To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below due to the discussions relating to staffing issues**

***THE FOLLOWING ITEMS MAY BE HEARD IN CONFIDENCE / BELOW THE LINE**

- 7 *To receive confidential updates on the previous minutes / notes (No resolutions may be passed)**
- 8 *To consider staff training**
- 9 *To consider information on the new weekend cleaner / caretaker**
- 10 *To receive a general update on Staffing matters & further HR information (No resolutions may be passed)**

NOTE: Members: Cllrs S Hannant (Chair), J Amis, G Dole, G Jones and P O'Connor. Cllr D Burrill may attend as a voting member in his role as Chairman in regard to the appointment of new staff

The Committee has delegated powers for dealing with all matters to do with staffing