

THORNBURY TOWN COUNCIL

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Town Hall
35 High Street
Thornbury
Bristol BS352AR

Town Clerk: Louise Powell

MEETING OF: Staffing Committee
TO BE HELD ON: Thursday 5th March 2020, Council Chamber, Town Hall
COMMENCING AT: To follow F&P Committee Meeting which starts 7.00pm

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 note the report of the meeting held on 23.01.2020
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 review the Clerk's appraisal form and agree objectives for the coming year
7. To discuss the outcome and recommendations of a staff grievance
8. To agree the process and timetable to recruit a Responsible Finance Officer
9. To receive an update on any general staffing matters
10. To update on training requested through appraisal and training required (including those raised from our General Risk Assessment)
11. To consider any 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 staffing committee meeting held on 23.01.2020