

# 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 10<sup>th</sup> September 2020  
**COMMENCING AT:** 8.30pm  
**via zoom ID: 271 353 9097 Password: 793993**

**LINK:** <https://zoom.us/j/99805385141?pwd=RG5rNVBXSHVuclZXeDNVMWwMwbjVtQT09>

*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 14.07.2020 and any matters arising
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 monitor the Covid-19 policy and risk assessment
7. To note the 2020-2021 National Salary Pay Award
8. To consider implications of a staffing matter
9. To receive an update on a disciplinary case
10. To receive an update on any general staffing matters
11. To agree the process and timetable to recruit a Responsible Finance Officer
12. To update on training requested through appraisal and training required (including those raised from our General Risk Assessment)
13. To consider any matters on the grounds of urgency

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

Signed Town Clerk

## BACKGROUND PAPERS

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

# THORBURY TOWN COUNCIL

- a) Report of staffing committee meeting held on 14.07.2020