

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: Monday 6th December 2021
COMMENCING AT: 9.30am in the Council Chamber, Town Hall

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 consider any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To receive and approve the report of the meeting held on 12.10.2021 and any matters arising
5. To monitor the Covid-19 policy and risk assessment
6. To monitor and review the action plan for the Committee from the Council's Business Plan (Action plan attached)
7. *To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of these items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
8. To receive an update on the recruitment for the Grounds team
9. To discuss and make recommendations to full Council on a confidential staffing review (report attached)
10. To discuss and agree process for filling a vacancy
11. To receive an update on any general staffing matters
12. To update on training requested through appraisal and training required (including those raised from our General Risk Assessment)
13. To consider and agree any communications from the Committee.

A handwritten signature in cursive script, appearing to read 'Louise Powell'.

Signed Town Clerk
Date 01.11.21

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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 12.10.2021
- b) Council Covid-19 policy and risk assessment
- c) Council's Business plan- action plan for Staffing Committee
- d) Confidential report related to staffing