



THORNBURY TOWN COUNCIL

Minutes of the Thornbury Town Council Staffing Committee Meeting

**held on Tuesday 18 July 2023 at 7.00pm
in the Council Chamber, Town Hall**

Members present: Cllrs Jayne Stansfield (Chair)
Helen Ball
Kath Greenman
Cheryl Jenkinson
Maggie Tyrrell
Chris Woodhouse

In attendance: Wendy Sydenham (Deputy Clerk)

SC2223.32. Apologies for absence

None.

SC2223.33. To receive any members declarations of interest

None.

SC2223.34. To receive any representations from the public relating to items on the agenda

None.

SC2223.35. To approve the minutes of the Staffing Committee meeting held on 6 June 2023

It was **RESOLVED** to approve the minutes of the Staffing Committee meeting of 6 June 2023 as an accurate record of the meeting (with one abstention from the vote).

SC2223.36. Councillor/Officer protocol

It was agreed to bring forward part of agenda item 7 to be covered under item 6, as the Clerk's appraisal had included discussion on the importance of a Councillor/Officer protocol (The Clerk's objectives were also briefly outlined).

It was **RESOLVED** to recommend to the Finance and General Purpose Committee that the Councillor/Officer protocol be adopted.

SC2223.37. To pass a resolution to exclude members of the public and press for agenda items 7 and 8 due to the **COMMERCIALLY CONFIDENTIAL and **SENSITIVE** nature of the business to be transacted**

It was **RESOLVED** to exclude members of the public and press on the basis outlined.

SC2223.38. To receive feedback on the outcome of the Clerk's annual appraisal

This item was partially covered in item SC2223.36 above, but it was agreed that it should also be

put on the agenda of the next Staffing Committee meeting at which the Clerk would be present.

SC2223.39. To consider a confidential staffing matter as per the confidential Officer Briefing

It was RESOLVED to proceed as per the Clerk's recommendation outlined in the confidential Officer Briefing (under "Action Required").

SC2223.40. Date of the next meeting: 7:30pm on 3 October 2023 at the Town Hall

The date of the next meeting was noted.