



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

17th January 2018

Dear Councillor,

I write to summon you to a meeting of the **Staffing Committee** to be held at the Guildhall on **Tuesday 23rd January 2018 at 7.00pm.**

Yours sincerely,

R Lane
Town Clerk

To Councillors:

J Brady	J Dent - (Mayor, ex-officio)
G Challen	D Yates - (Deputy Mayor, ex-officio)
J Rance	
G Taylor	Other members of the council for information

AGENDA

1. Health and Safety Announcements
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed we cannot guarantee this especially if you are speaking or taking an active role.

3. Apologies
4. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
 - c. To consider dispensations required
 - d. To Note ongoing dispensations:
 - i. for Councillor Rance to act as Chairman of the Saltash Team for Youth and commissioning of Youth Work.
 - ii. for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce.
5. Questions from the public
6. Health and Safety
7. To consider training requests and report back on training
8. Budget statements
 - a. To receive the current Committee budget statement
9. Staffing
 - a. Emerging staff structure
 - b. Operational staffing
 - c. To review fixed term contracts regarding the Town and Waterfront Wardens
 - d. Finance Officer
 - e. To note staff appraisals to be conducted
 - f. Staff welfare

10. Public Bodies (Admission to Meetings Act 1960

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted

11. To consider any items referred from the main part of the agenda

12. Public Bodies (Admission to Meetings) Act 1960

To resolve that the public and press be re-admitted to the meeting.

13. Reports on exercise of delegated powers under policy

14. Any other urgent staffing matters at the discretion of the Chair

15. Press releases

16. Date of next meeting: Tuesday 20th March 2018 at 7.00pm