



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's **Human Resources Committee**,
Councillors: Andy Perkins (Chair), Anthony Austin (Vice-Chair), Lewer, Loader, Todd

All other recipients for information only.

You are required to attend a meeting of the Committee
**to be held at 10.00am on Wednesday, 07 June 2017 in the Council Chamber,
Shaftesbury Town Hall**

For the transaction of the business shown on the agenda below.

Claire Commons, Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item
01. Apologies To receive and consider for acceptance, apologies for absence
02. Declarations of Interest and Dispensations Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
03. Minutes To confirm as a correct record, the minutes of the previous meeting of the Committee held on 29 th March 2017 and 26 th April 2017 .

Agenda Item	
04. Confidential Information	
To consider resolving “That, in accordance with Section 2 of the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of confidential information, (as defined in the respective paragraph of Part 1 of Schedule 12a of Section 100a(4) of the Local Government Act 1972), and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”.	
05. Business Plan	p3
To consider the business plan and agree the staff requirements contained therein .	
Report 0617HR05	
06. Contract of Employment	p6
To consider the contract of employment for the Town Clerk	
Report 0617HR06	
07. Terms of Reference	
To review the Committee’s Terms of Reference	
Report 0617HR07	
08. Committee objectives for the coming year	
To consider the Committee’s objectives for the coming year	
Report 0617HR08	
09. Officer Report and Future Meetings of the Committee	p10
To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.	
Report 0617HR09	

(End)