



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Human Resources Committee (HR), Councillors Austin, Lewer, Loader, Perkins, Todd. All other recipients for information only.

You are required to attend a meeting of the Human Resources Committee for the transaction of the business shown on the agenda below.

To be held at 10.00am on Thursday 12 October 2017 in the Council Chamber, Shaftesbury Town Hall

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

- 1 APOLOGIES 3**
To receive and consider for acceptance, apologies for absence
- 2 DECLARATIONS OF INTEREST 3**
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.
- 3 MINUTES 3**
To confirm as a correct record, the minutes of the previous meeting of the Human Resources Committee.
- 4 CONFIDENTIAL SESSION 3**
To consider resolving "that the public and press be excluded during the discussion of the matters referred to in items 8 – 10 on the grounds that they involve the likely disclosure of confidential information and the public interest in maintaining the exemption outweighs the public interest in disclosing the information."
- 5 2018/19 COMMITTEE BUDGET 4**
To consider the committee's requirements for the 2018/19 budget
- 6 CHRISTMAS 5**
To confirm the details of the staff and councillor Christmas event

7 STAFF STRUCTURE.....6
To confirm the amendment to the staff structure.

8 BUSINESS MANAGER.....7
To resolve the terms and benefits package and the starting plan for the Business Manager

9 GROUNDS STAFF.....8
To consider staff report.

10 TOWN CLERK.....9
To consider Town Clerk’s report

(End)