

Oakham Town Council

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**TO: ALL MEMBERS OF THE COMMITTEE
IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 A
MEETING OF THE STAFFING COMMITTEE, WILL BE HELD ON MONDAY 23RD SEPTEMBER
2019 AT 4.30PM, AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39 HIGH
STREET, OAKHAM**

**Allison Greaves
Clerk to the Council
17th September 2019**

**A MEETING OF
OAKHAM TOWN COUNCIL'S STAFFING COMMITTEE
MONDAY 23RD SEPTEMBER 2019 AT 4.30PM**

***Members of the public attending this meeting are advised that it will
be filmed and recorded, or photographed***

AGENDA

- 1. ELECTION OF CHAIRMAN**
To elect a Chairman of the Committee for the remainder of the municipal year
- 2. VICE CHAIRMAN**
To elect a Vice Chairman of the Committee for the remainder of the municipal year
- 3. APOLOGIES – Standing Order 1(u)**
 - (i) To receive apologies for absence
 - (ii) To decide whether to approve apologies for absence
- 4. DECLARATIONS OF INTEREST**
Members are asked to declare, if required:
 - (i) Any Disclosable Pecuniary Interest they may have in respect to items on the agenda
 - (ii) Any other interest they may have in respect to items on the agenda
- 5. MINUTES (*Appendix A*)**
To approve the minutes of the meeting of the Staffing Committee held on Monday 28th January 2019
- 6. DEPUTATIONS BY THE PUBLIC**
Members of the Public are invited to address the meeting in accordance with the procedures laid down in Standing Orders 1(d) – 1(i)
- 7. TERMS OF REFERENCE (*Appendix B*)**
To agree on the Committee's Terms of Reference to be submitted to the Council for approval

8. VOLUNTEER POLICY (*Appendices C, Ci*)

This was adopted in principle at a meeting of full Council (min ref 108/19) but deferred to the Staffing Committee for any recommendations for Council approval

9. EXEMPT ITEMS

- (i) To decide whether to exclude the Public and Press during consideration of items 10,11 and 12 on the agenda, under Section 100 (2) of the Local Government Act 1972, as amended due to the confidential nature of the matters to be discussed
- (ii) To decide whether members of the Council who are not members of the Committee may remain during consideration of items 10, 11 and 12 on the agenda

10. EXEMPT MINUTES (*Appendices D, Di*)

To confirm the exempt minutes of the meeting of the Council held on Monday 28th January 2019

11. GRIEVANCE (*Appendix E*)

- (i) To discuss the Grievance made by a member of the public
- (ii) To discuss and agree on suitable recommendations for the Council to consider

12. OTHER STAFFING MATTERS

To discuss and to make any decisions as appropriate