

Staffing Committee Meeting

Kidsgrove Town Council
Victoria Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL

Tel: 01782 782254

www.kidsgrovetowncouncil.gov.uk



31st July 2021

To: Members of the Staffing Committee of Kidsgrove Town Council

Dear Councillor,

You are summoned to a staffing committee meeting on Thursday, 5th August 2021, 7:00pm, at Kidsgrove Victoria Hall.

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'.

Sue Davies
Town Clerk

Business to be transacted

- 1) To receive and consider apologies for absence.
- 2) To note declarations of Members' Interests.
- 3) Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
(No individual to speak for more than 2 minutes without the permission of the chair.)

- 4) To receive and approve the minutes of the meeting held on the 1st April 2021. (Circulated separately and available on the website.)
- 5) To consider and agree mechanism of initiation of performance appraisal to be completed prior to the meeting of the 14th October 2021.
- 6) To agree the date of the next meeting: 14th October 2021

Matters to be considered with the Press and Public Excluded:

- 7) Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.
- 8) To review applications for the position of facilities officer including agreement of who will form the interview panel.
- 9) To review any other staffing matters including the role of other appointments the Council holds.
- 10) To receive any further Clerk's reports and updates regarding staffing.