

WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover, Aylesbury,
Buckinghamshire HP22 6DU
Telephone: 01296 623056 Fax: 0871 236 1550
clerk@wendover-pc.gov.uk



STAFFING COMMITTEE

11th April 10:00am

Library Meeting Room (Downstairs)

Committee Membership: - Cllrs Ballantine (JB), Clayton (MC), Duggan (RD), Haywood (DH), Myers (AM) and Walsh (TW)

To: All Committee Members

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

AGENDA

1	APOLOGIES FOR ABSENCE	
	To consider any apologies for absence received.	Decision/ALL
2	DECLARATIONS OF INTEREST	
	In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.	Decision/ALL
3	MINUTES	
	To confirm the minutes of the meeting of 8 th February 2018 as a true record.	Decision/ALL
4	PUBLIC PARTICIPATION	-
5	CLERK'S REPORT	
	To receive an update report from the Clerk	Note/EJ
6	OTHER MATTERS	
a	TOIL and Leave	
	To receive an update on extra hours worked and leave owed and consider any actions.	Decision/EJ
b	Training	
	To consider management coaching for the Clerk.	Decision/RD
c	Staff Structure	
	To consider options for changes to the current structure of the office staff as a result of the Deputy Clerk position becoming vacant.	Decision/EJ
7	CONFIDENTIAL ITEMS	Decision/ALL
8	ITEMS FOR NEXT AGENDA	Discussion/ALL
9	DATE OF NEXT MEETING	Decision/ALL
10	CLOSURE OF MEETING	

Signed:



Ella Jones
Clerk to the Council

Date: 05/04/2018