



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover, Aylesbury,
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clerk@wendover-pc.gov.uk

STAFFING COMMITTEE

30th May 2:00pm

Library Meeting Room (downstairs)

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

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	Deputy Clerk Vacancy	
i	To ratify the decision of the interview panel to appoint on 1 st June.	Decision/EJ
ii	To consider the outcomes of the interview panel's decision and actions required.	Decision/EJ
b	Time Management	
	To consider options for reducing demand on the Clerk's time and limiting interruptions.	Decision/NG
c	Policies and Contracts	
	To consider further advice from Ellis Whittam on updating HR policies and staff contracts.	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: 24/05/2018