



**TO: ALL MEMBERS
OF THE STAFFING
COMMITTEE**

Ref: PAR/LM/SC

Date: 24th July 2024

Dear Councillor,

In accordance with the provisions of the Local Government Act 1972 you are summonsed to attend a meeting of the **STAFFING COMMITTEE** to be held at Newton's Place, 43 Wolborough Street, Newton Abbot on **WEDNESDAY 31st JULY 2024 at 7:00pm.**

Yours sincerely

Town Clerk

AGENDA

PART I

A – GENERAL SUB-COMMITTEE BUSINESS

1. **ELECTION OF CHAIRPERSON OF THE STAFFING COMMITTEE 2024/25**

To receive nominations for the election of the Chairperson of the Staffing Committee for the year 2024/2025.

2. **APOLOGIES FOR ABSENCE**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

3. **APPOINTMENT OF VICE CHAIRPERSON OF THE STAFFING COMMITTEE 2024/25**

To receive nominations for the appointment of the Vice Chairperson of the Staffing Committee for the year 2024/2025.

4. **INTERESTS**

To receive any declarations of interest on items on the Agenda.

5. **MINUTES**

To approve as a correct record and sign the minutes of the meeting of the Staffing Sub-Committee held on 6th December 2023. **APPENDIX A**

6. **COMMITTEE TERMS OF REFERENCE**

To review the Committee Terms of Reference for the Staffing Committee. **APPENDIX B**

PART II - ITEMS FOR DECISION

7. **EXCLUSION OF PUBLIC AND PRESS**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

8. **STAFFING – ESTABLISHMENT (In absence of Press and Public)**

To consider a confidential staffing establishment report. **APPENDIX C**

DISTRIBUTION

All other Members of the Council for information.