

DURSLEY TOWN COUNCIL

Jacob's House, Castle Street. Dursley, Glos. GL11 4BS.
Tel/Fax: (01453) 547758: Email: clerk@dursleytowncouncil.gov.uk

7th June 2016

TO: EACH MEMBER OF THE STAFF COMMITTEE OF DURSLEY TOWN COUNCIL

Dear Sir/Madam,

You are hereby summoned to a meeting of the Staff Committee of the Council which will be held in **Jacobs House, Castle Street, Dursley, on Tuesday 14th June 2016 at 6.30pm.**

Please ensure that you have read the agenda and associated documents before the meeting. Should you require any additional information on any of the items, please contact the Clerk prior to the meeting.

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.

Mr John Kay
Town Clerk

AGENDA

Please note that in the interests of security / business continuity, the public may be excluded from some items

1. Apologies for absence.
2. Declarations of interest.
3. To sign the minutes of the meeting of the Staff Committee held on 20th October 2015 and 11th May 2016.
4. To agree the extension of the Project Officer role until 14th July 2017.
5. To consider the increase of weekend overtime for litter collection following the completion of the legal agreement for Highfields play area.
6. To consider receiving future Staff Committee agendas and paper electronically.

The following business will be dealt with in committee:

7. To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.
8. To consider the Deputy Town Clerk's request seeking permission to allow her to take up the position of Clerk to the Cam Institute Charity with honorarium, outside of her Council employment (Members: Role summary and details attached).
9. To consider increasing the Deputy Clerk's working hours from 19 hours per week to 25 hours per week – term time only. (Members: Cost Breakdown attached)
10. To consider the recommendations of the Town Clerk with regard to the role of litter collection at weekends (Members: Report Attached).