

DURSLEY TOWN COUNCIL

Jacob's House, Castle Street. Dursley, Glos. GL11 4BS.
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13th October 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 the **Methodist Church, Castle Street, Dursley**, on **Thursday 20th October 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 14th June 2016.
4. To confirm the closure of the office on Friday 23rd December 2016 to Tuesday 3rd January 2017.

The following business will be dealt with in committee:

5. To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

6. To consider the future role of the Project Officer.
7. To consider the draft staffing budget for the year 2017-2018, including 3-year forward planning 2017-2020. (Members: copy herewith).
8. To consider a report on staff appraisals and agree actions arising. (Appraisals scheduled for 11/10/16).
9. To receive an update with regard to the litter collection applications.
10. To consider the recommendation of the report on an Apprenticeship Groundsman. (Member: Report attached)