

DURSLEY TOWN COUNCIL

Jacob's House, Castle Street. Dursley, Glos. GL11 4BS.
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28th November 2017

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 **Community Meeting Room, Fire Station, Dursley**, on **Tuesday 5th December 2017** immediately after the conclusion of the Council meeting.

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 24th October 2017.

The following business will be dealt with in committee:

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

Assistant Grounds Person Vacancy

5. To review the applications received for the role of Assistant Grounds Person and select applicants to be interviewed. (Members: Received applications (to date) attached. Any others received prior to deadline on 1st December will be forwarded).
6. To appoint an interview sub-committee to carry out interviews and to authorise the sub-committee to offer the role to the preferred candidate.

Ground Staff Contracts

7. To review the draft contracts for ground staff positions. (Members: Draft and existing contracts attached).