

## DURSLEY TOWN COUNCIL

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3<sup>rd</sup> March 2020

### **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 **Methodist Church, Castle Street, Dursley**, on Tuesday 10<sup>th</sup> March 2020 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 the 22<sup>nd</sup> October 2019.
4. To receive an update on the time recording figures of Green Spaces staff. (Members: Information attached).

### **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 approve the Town Clerk's request regarding a change of secondary employment. (Members: Information attached)
7. To approve the Project Officer's request regarding secondary employment. (Members: Information attached)