

## DURSLEY TOWN COUNCIL

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20<sup>th</sup> October 2020

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

Dear Sir/Madam,

You are hereby summoned to a "virtual" meeting of the Staff Committee of the Council which will be held at 18:30 on Tuesday 27<sup>th</sup> October 2020.

The meeting will be available to "attend" online via the Zoom meeting platform [www.zoom.us/join](http://www.zoom.us/join). The Zoom Meeting ID: **950 4935 7223** and Password: **522239** will be required to access the 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: Equalities, Crime & Disorder, Health & Safety and Human Rights.

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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 10<sup>th</sup> March 2020.
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 consider a report on staff appraisals, agree actions arising and review staff requests. (Members: report attached)
7. To receive individual employee objectives for 2020/21.
8. To consider the draft staffing budget for the years 2021-2024. (Members: budget plan attached).