



## LUDLOW TOWN COUNCIL

### AGENDA

To: All Members of the Council, Town Clerk  
Contact: Gina Wilding  
Ludlow Town Council, The Guildhall, Mill Street, Ludlow, SY8 1DG  
01584 871970  
townclerk@ludlow.gov.uk  
**Despatch date: 11<sup>th</sup> July 2019**

## STAFFING & APPEALS COMMITTEE

You are summoned to attend a meeting of the  
Staffing & Appeals Committee  
at the Guildhall, Mill Street, Ludlow  
on **THURSDAY 18<sup>TH</sup> JULY 2019 at 2.15 pm**

Gina Wilding  
Town Clerk

### Key Agenda Items:

- *Staffing matters*

**Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.**



**1. Health and Safety**

Councillors are to note that the fire exits can be found to the rear of the building, left outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall.

For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.

**2. Election of Vice-Chairman**

To receive nominations and elect a Vice-Chairman for Staffing & Appeals Committee for 2019-20.

**3. Apologies**

**4. Declarations of Interests**

*Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.*

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

**5. Public Open Session (15 minutes)**

Members of the public are invited to make representations to the Council on any matters relating to the work of the Council.

**6. Minutes - To approve the closed minutes of the STAFFING & APPEALS COMMITTEE meeting held on THURSDAY 8<sup>th</sup> APRIL 2019.**

ITEM	ATTACHMENT
<p><b>7. COMMITTEE STRUCTURE</b> To review the structure of the committee</p>	<p><b>7</b></p>
<p><b>8. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b> The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p>	<p><b>No papers</b></p>



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| <p><b>9. NJC PAYSCALES</b><br/>To approve the NJC pay scales and staff increments in 2019 / 20.</p>   | <b>9</b>  |
| <p><b>10. STAFFING MATTERS</b><br/>To receive a report on staff absences and provisions made to maintain local services.</p>  | <b>10</b>                                       |
| <p><b>11. NEXT MEETING</b></p> <p>a) To note that the next scheduled meeting is Thursday 12<sup>th</sup> March 2020</p> <p>b) To propose the date for an additional meeting to take place in November 2019.</p> | <p><b>No papers</b></p> <p><b>No papers</b></p> |

### **M e m b e r s h i p**

Councillors: Jones (Chair); Cobley; Garner, Gill, Ginger; Lyle, Perks; Pote, Sheward and Smithers

**Date of the next Staffing & Appeals Committee meeting:**  
**12<sup>th</sup> March 2020**