



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: 11th June 2014

STAFFING & APPEALS COMMITTEE

You are summoned to attend a meeting of the
Staffing & Appeals Committee to be held
in the Guildhall, Mill Street, Ludlow
on **TUESDAY 17th JUNE 2014 at 3.00 pm**

A handwritten signature in black ink that reads "G Wilding".

Gina Wilding
Town Clerk

**The public may not be present at this meeting as it will be held in
closed session dealing with confidential matters**



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. Apologies

3. Declarations of Interests

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

4. Minutes - To note the closed minutes of the STAFFING & APPEALS COMMITTEE meeting held on WEDNESDAY 26th FEBRUARY 2014.

ITEM	ATTACHMENT	Page No
<p>5. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 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>	No papers	
<p>6. STAFFING REPORT i) To receive an update from the Town Clerk regarding disciplinary matters. ii) To receive an update on staff appraisals.</p>	6a 6b	
<p>7. RECENT APPOINTMENTS To adopt staff appointments and recent changes.</p>	7	
<p>8. OUT OF HOURS POLICY To receive a report proposing a policy for out of hours work.</p>	8	



M e m b e r s h i p

Councillors:- Holcombe (Chair); Draper; Gill; Ginger; Jones (Vice); Mold and Smithers.

Date of the next Staffing & Appeals Committee meeting:
To be advised

