



# UPPINGHAM TOWN COUNCIL

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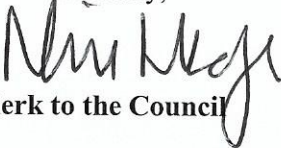
To: Cllrs Dave Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay and Mark Shaw plus all other members for information.

18th June 2015

Dear Sir/Madam

**I HEREBY SUMMON YOU TO A MEETING OF THE STAFFING COMMITTEE** which will take place on Wednesday 24<sup>th</sup> June 2015 at 7.00 pm in the Council Chambers. The agenda of the business to be transacted is detailed below.

Yours faithfully,

  
Clerk to the Council

## AGENDA

1. Attendance register
2. Apologies for absence
3. Declaration of members interests and applications for dispensation
4. To confirm the report of the meeting held on Wednesday 18<sup>th</sup> March 2015
5. Priorities for year ahead – initial discussion to agree priority list, key timescales and any councillor led support:
  - a) Appointment of a weekend caretaker
  - b) Terms and conditions for all employees
  - c) Role descriptions for all employees
  - d) Staff structure – current and aspirational structure
  - e) Risk Assessment Review
  - f) Any items not listed?
6. Consider the approach to find a replacement weekend caretaker.