



## UPPINGHAM TOWN COUNCIL

Town Clerk: Neil Wedge  
Telephone: 01572 822681  
Email: townclerk@uppinghamtowncouncil.co.uk  
Website: uppinghamtowncouncil.co.uk  
Twitter: @UppinghamTC  
Address: Town Hall, High Street East, Uppingham,  
Rutland LE15 9PY

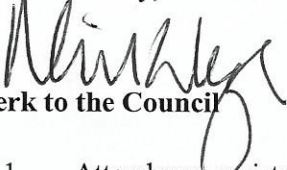
To: Cllrs Dave Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay and Mark Shaw plus all other members for information.

10<sup>th</sup> September 2015

Dear Sir/Madam

**I HEREBY SUMMON YOU TO A MEETING OF THE STAFFING COMMITTEE** which will take place on Wednesday 16<sup>th</sup> September 2015 at 6.15 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 24<sup>th</sup> June 2015
5. Update on training for the Clerk
6. To discuss a draft staff structure given the two current vacancies of Park Attendant (Tod's Piece) and Weekend Caretaker. Agree next steps in terms of recruitment and make a recommendation to full council for 6<sup>th</sup> October 2015. (Paper to be emailed ahead of meeting)
7. To discuss and agree the framework for the review with the Town Clerk to conclude the probationary period at the end of September. Agree a date for the review and where feedback should be sought. (Paper to be emailed ahead of meeting)