



UPPINGHAM TOWN COUNCIL

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To: Cllrs Dave Ainslie, Lindsay Cooper, Alec Crombie, Sam Findlay, Mark Shaw,
Miranda Jones and Ron Simpson.

21st February 2018

Dear Sir/Madam

I HEREBY SUMMON YOU TO A MEETING OF THE STAFFING COMMITTEE which will take place on Tuesday 27th February 2018 at 7:00pm in the Council Chambers. The agenda of the business to be transacted is detailed below.

Yours faithfully,

Clerk to the Council

AGENDA

1. Chairman's opening remarks.
Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following items and that staff are not present, subject to agreement of committee members before the debate commences.
2. Attendance Register.
3. Apologies for absence.
4. Declaration of members' interests and applications for dispensation.
5. To confirm the report of the meeting held on 6th September 2017.
6. Consider the job evaluation outcome from LRALC for the role of Uppingham Town Clerk.
7. Consider the recruitment of a resource for up to 15 hours per week on a short term contract to meet the current workload in the office, specifically in meeting important deadlines in the immediate 3 to 4 months.
8. Consider the additional permanent administrative support for the Town Clerk by the provision of 10/12 hours per week.