



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a meeting of **Earl Shilton Town Council Staffing Committee** will be held on **Tuesday 29 January 2019** at **The Stute, Station Road.**, Earl Shilton, LE9 7NE starting at **6.45 p.m.** for the transaction of the business detailed on the agenda below. Members of the Staffing Committee are summoned to attend please.

ME Jackson
Town Clerk
21, Wood St., LE9 7NE
01455 843386

Dated: 24 January 2019

AGENDA

- 18/071 Chairman's or Deputy Chairman's welcome and opening remarks.
- 18/072 To receive apologies for member absence.
- 18/073 Declarations of interests. To receive disclosures of individual member's interests, i.e., the existence and the nature of those interests in respect of items on this agenda.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. The Cttee must resolve to move into private session.

- 18/074 To receive and approve as a true record the minutes of the Staffing Committee meetings held on 15 January 2019.
- 18/075 To review the progress of the contractual commitments of the Groundcare Apprentice following the visit of the Brooksby Melton College Training Officer on Tues 22 Jan 19. All aspects of progress and performance will be discussed including attainment standards, adherence to safe ways of working and sick absence records.
- 18/076 To receive the initiated 2018/19 staff Personal Development Reviews (PDR) to aid the future consideration of past performance, training needs and possible granting of (pay) scale point increases with effect from 01 Apr 19.

The public and media are cordially invited to attend but will be excluded from any items declared as *confidential* within the meaning of the Public Bodies (admissions to meetings) Act 1960.