



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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28th February 2023

To all Members of Staffing Committee

Chairman	Cllr M. Odell
Deputy Chair	Cllr P. Nicholson
Councillors	Arrick, Dullaway, Matthes

I give notice that a meeting of Staffing Committee will be held on Monday 6th March 2023 at 7pm in the Council Chamber, Town Hall, High St, Haslemere and you are hereby summoned to attend such meeting.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1) APOLOGIES FOR ABSENCE

To receive apologies for absence.

2) DECLARATION OF INTERESTS

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

3) MINUTES OF THE LAST MEETING

The minutes of the meeting held 11th March are attached.

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 11th March 2022 are approved and signed by the Chairman.

4) EXCLUSION OF THE PUBLIC

RECOMMENDED: "That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

5) STAFF APPRAISALS

APPENDIX 2

Staff appraisals have been held for all town council officers. These confidential documents will be circulated to the committee under separate cover. Chairman to report.

RECOMMENDED:

- I. That the staff appraisals, including objectives for 2023-24 are agreed – the committee has already recommended no payrise for staff this year although they will receive any cost of living award from 1 April.
- II. That an additional part-time member of staff is recruited (see attached job description) in order to support the existing staff who are increasingly finding it difficult to complete the work they need to within working hours. Committee to agree how this is taken forward.

** End of Agenda **