



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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4th November 2020

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 9th November 2020 at 2pm, via Zoom, and you are hereby summoned to attend such meeting.

Join Zoom Meeting:

<https://us02web.zoom.us/j/86765852622?pwd=Z0ExMWV3dXZZTGsvd2JMNUFyQmxVQT09>

Meeting ID: 867 6585 2622

Passcode: 594530

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST

To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed and previously circulated in relation to any items included on the agenda for this meeting, in accordance with LOCALISM ACT 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3. MINUTES OF THE LAST MEETING

APPENDIX 1

The minutes of the meeting held 6th March 2020 are attached, having previously been presented to March 2020 Full Council.

RECOMMENDED: That the minutes of the meeting held 6th March 2020 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. PROJECTS AND OPEN SPACES OFFICER (POS)

Confidential APPENDIX 2

Chair / Town Clerk to report.

RECOMMENDED:

1. That Arran Acott's position at the Town's Projects and Open Spaces Officer is confirmed on a permanent basis.
2. That the Budget for 2021-22 is increased to allow for an increase in the POS hours from 18 to 30.

6. GENERAL STAFFING UPDATE

Town Clerk to update the committee on the work of the Town Hall staff during the Covid-19 crisis.

7. STAFF LEAVE

Due to the Covid-19 Crisis all staff have a significant amount of leave to use before the end of the financial year. The Town Clerk has delegated authority to make arrangements for the use of staff leave and is planning to let staff carry over a maximum of one week leave into the 2021-22 year.

**** End of Agenda ****