

Bakewell Town Council

Town Hall, Bakewell, Derbyshire DE45 1BT
Tel: 01629 813525
email:townclerk@bakewelltowncouncil.gov.uk



8th March 2023

Dear Councillor,

You are hereby summoned to attend a **Staff Committee Meeting of the Town Council** to be held on **Wednesday 15th March 2023** in the **Council Chamber, Town Hall** commencing at **5pm**, in order to transact the under mentioned business.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'John Rowe'.

John Rowe
Town Clerk & RFO

Distribution:

Committee Members:

Cllr Paul Miller, Cllr Paul Morgans, Cllr Bill Storey, Cllr Alyson Hill (Reserve)

Town Councillors:

Cllr John Boyle, Cllr Steve Edwards, Cllr Adele Eyre, Cllr Helen Garvey, Cllr Mark Wakeman

Notices

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A Staff Committee Meeting of the Town Council is to be held in the Council Chamber, Town Hall at 5pm on Wednesday 15th March 2023

Agenda

Non Confidential items

1. To receive and accept apologies for absence
2. Chair's announcements
3. Variation of order of business
4. Declaration of Members Interests
Members are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the Town Council's Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member her/his partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at that time.
5. Items in Exclusion
6. Public Speaking
A period of not more than 30 minutes will be made available for members of the public and members of the Council to comment on any matter
7. Matters for decision
To review the following and to make recommendations to full Council:
 - (a) To review Clerk's contract
 - (b) Hours worked by Clerk, flexible working, home working and office closed to public periods
 - (c) Support for Clerk/barriers to working
 - (d) Time off in lieu - current position
 - (e) Annual Leave current position
 - (f) Staff development and training needs
 - (g) Items arising relating to:
Health and Safety, Disability, Medical, Personal, Work Life Balance
 - (h) Clerk's appraisal
8. Risk Assessment
To consider risk assessment/insurance implications for items approved this meeting.