



# Bletchley and Fenny Stratford Town Council

To: **The Chair and Members of the Human Resources Committee of Bletchley and Fenny Stratford Town Council**

You are hereby summoned to attend a meeting of the Human Resources Committee to be held on Thursday 11<sup>th</sup> January 2018 at 74-76 Queensway, Bletchley at 6.30pm to transact the items of business set out in the agenda below

A handwritten signature in cursive script that reads 'Delia Shephard'.

Delia Shephard  
Clerk to Bletchley and Fenny Stratford Town Council  
4 January 2018

## AGENDA

- 1 **Apologies for Absence**  
To note apologies for absence
- 2 **Declarations of Interests**  
To note members' declarations of interest in matters on the agenda
- 3 **Minutes of Previous Meeting**  
To approve the minutes of the meeting held on Tuesday 12 December 2017 on as a correct record of proceedings
- 4 **Health and Safety at Work**  
To receive an oral report from the Chair following a health and safety visit with Ellis Whittam
- 5 **\*Grievance**  
To note progress with ongoing staff grievance procedure
- 6 **\*HR Restructure**  
To discuss detail and implementation of proposed employee restructure and if appropriate to make recommendations to full council
- 7 **\*Town Clerk's Report**  
To receive a report from the Town Clerk on current workloads and other staff matters

***Members of the public and representatives of the media are welcome to attend but are warned that items marked with an asterisk(\*) may involve discussion of confidential information and the council may resolve to exclude members of the public and press if this is deemed to be in the public interest***