



Bletchley and Fenny Stratford Town Council

To **All Members of the Human Resources Committee**

There will be a meeting of the Human Resources Committee to be held on Tuesday 11 September 2018 at Bletchley Library, Westfield Rd, Bletchley, Milton Keynes MK2 2RA commencing at 6.30 pm to transact the items of business set out in the agenda below

Delia Shephard

Delia Shephard
Clerk to Bletchley and Fenny Stratford Town Council
5 September 2018

AGENDA

- 1 To note apologies for absence
- 2 To note members' declarations of interest in matters on the agenda
(Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members are required to declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting)
- 3 To approve the minutes of the meeting held on Tuesday 10 July 2018 on as a correct record of proceedings
- 4 To note draft minutes of a meeting of the HR Sub-committees held on Thursday 30 August 2018 and to consider any recommendations therein
- 5 To receive an update report on recruitment and selection of new members of staff
- 6 To receive a report on health at safety in the workplace
- 7
 - i To consider a recommendation for amendments to the terms and conditions of the contract for the Community Buildings Co-ordinator
 - ii To consider staffing arrangements for Newton Leys Pavilion
- 8 To review a draft HR budget for 2019/20 and to consider future development of the staff structure

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