



Bletchley and Fenny Stratford Town Council

There will be a meeting of the Human Resources Sub-Committee to be held on Tuesday 28 August 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
20 August 2018

AGENDA

- 1 To elect a chairman
- 2 To note apologies for absence
- 3 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)
- 4 To agree meeting dates for the remainder of 2018/19 and to consider any additional working arrangements for the subcommittee
- 5 *To discuss workloads and other issues affecting Town Clerk performance and management of the staff team and to make any necessary recommendations to the HR Sub-committee or other committees of the council
- 6 *To confirm arrangements for the annual performance appraisal of the Town Clerk 2018/19
- 7 *To discuss a confidential matter concerning the Town Council's duty of care as an employer

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 sub-committee **may** resolve to exclude members of the public and press if this is deemed to be in the public interest