

# WHITEHAVEN TOWN COUNCIL

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Clerk to Whitehaven Town Council & Responsible Financial Officer

Mr. Leslie J Abrahams - Tel. 07536091604

## Summons

On this day **23<sup>rd</sup> September 2016** you are duly summoned to attend a Meeting of the Staffing Committee of **WHITEHAVEN TOWN COUNCIL** which will be held at:

**Venue:** The Civic Hall, Lowther Street, Whitehaven, CA287SH

**Location:** First floor meeting Room - Ennerdale

**Date:** Wednesday, 28<sup>th</sup> September 2016

**Time:** 5.00 PM

To transact the business set out in the agenda attached.

**To:** Members of the Staffing Committee of Whitehaven Town Council.

**Councillors:** Gavin Mckew                      Chair  
Graham Roberts  
Norman Williams  
Jeanette Forster  
Brian O'Kane  
Ray Gill

**Signed:** *LJ Abrahams*

**Date:** 23/09/2016

**Leslie J Abrahams – Proper Officer & Responsible Financial Officer**

**Note:** Standing Order 4 (d) v requires any Member who is unable to attend to confirm to the Proper Officer (2) days before the meeting that they are unable to attend.

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& STEWARDSHIP • INTEGRITY • DUTY TO UPHOLD THE LAW • ACCOUNTABILITY AND OPENNESS •

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Attachments:

## AGENDA

Item	Detail	Notes
1	<b>Apologies for absence</b> To receive apologies for absence.	MAYOR .
2	<b>Declarations of interest –</b> To receive any declarations of pecuniary or other interests in particular matters to be raised at this meeting.	CBC AS READ
3	<b>Minutes of Previous meeting</b> deferred	NEXT MEETING
4	<b>Public participation</b> To take representation from the public in respect of business on the agenda. Note this is a platform to answer such representations the chair may responses in accordance with Standing order 3(h). Maximum 15 mins & 3 mins per person.	NONE PRESENT
5	<b>Press and Public Exclusion</b> A motion to resolve exclusion of the press and public from a closed meeting. (if required) In accordance with Public Bodies (Admission to Meetings) Act 1960, s.1 100	EXCLUSION AGREED
6	<b>PAYE</b> Update	SEE MINUTES
7	<b>Grievance and Discipline Policy</b> Review	SEE MINUTES
8	<b>Staffing matters</b> (confidential agenda and motion will be sent direct to members)	SEE NOTES
9	<b>Matters to be raised at next meeting</b> Any matters Cllr's wish raised at the	SEE NOTES

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	next meeting	
10	<b>Date and place of Next Meeting</b> To confirm the date and place of the next meeting.	T.B.A.