



SALCOMBE TOWN COUNCIL

HR & Staffing Committee

Dear Councillor,

You are summoned to attend the meeting of Salcombe Town Council HR & Staffing Committee to be held at the Council's Meeting Room, Cliff House at 1pm on Friday 4th Oct 2024.

Sara Jones

Town Clerk

30 September 2024

AGENDA

1. APOLOGIES

To receive and note

2. DECLARATIONS OF INTEREST

To invite Members to declare any pecuniary interests and non-pecuniary interests that they may have in any matters to be considered at this meeting; and to note that a Member with a disclosable pecuniary interest, in any matter must, withdraw from the Chamber at the commencement of the consideration of that business or, if later, the time at which the interest becomes apparent, whilst also considering if there had been any changes.

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE HR & STAFFING COMMITTEE MEETING ON:

- o Thursday 23rd May 2024
- and if approved for the Chair to sign as a true and correct record.

4. EXCLUSION OF PUBLIC AND PRESS

To consider a resolution that in view of the nature of the business about to be transacted at agenda item 5 below it is advisable, in the public interest, that the public and press be temporarily excluded.

5. OFFICE AND STAFFING MATTERS

To discuss and consider the Council's officer job vacancy

- i) Job title
- ii) Job description
- iii) Contract
- iv) Commencement date
- v) Advertising of vacancy including budget