



## Woodstock Town Council

The Town Hall, Woodstock, Oxford, OX20 1SL

Telephone: 01993 811216

Website: [www.woodstock-tc.gov](http://www.woodstock-tc.gov)

Town Clerk: Marzia Sellitti

**To: Members of the Staffing Committee Cllrs: Faulkner, Spencer-Churchill, Lamb, Bailey, U. Parkinson.**

**You are summoned to attend a meeting of the Staffing Committee to be held in The Town Hall, Woodstock on Tuesday 5<sup>th</sup> October, 2021 at 15.30 pm.**

**Members of the Public who wish to attend the meeting must wear a face mask at all times and have a negative lateral flow test result at least 48 hours prior to the meeting.**

### AGENDA

#### 1. Apologies for Absence

To receive and accept apologies for absence.

#### 2. Declarations of Interest

To receive declarations of interest in items on the agenda.

#### 3. Public Speaking and Question Time

*Members of the public have no right to participate in the general proceedings of the Council meeting, with the exception of the Public Participation Session. This period of time designated for public participation in accordance with standing order 3(f) shall not exceed 5 mins each.*

*Requests to address Council should be submitted to the Clerk at least 48 hours prior to the meeting with a written copy of what they wish to say*

#### 5. Election of Vice Chairman

To elect a Vice Chairman of this committee for the year 2021-2022

#### 6. Terms of reference

To RECEIVE the terms of reference of the staffing committee for the Full Council consideration (to follow)

#### 7. Matters to be considered without the Public and Press present

*The Committee may decide that the press and public be excluded from the meeting during consideration of one of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972.*

- a) To RECEIVE and discuss a staffing budget review in preparation of the financial year 2022-2023
- b) To RECEIVE and NOTE an update on staffing matters

Town Clerk

29<sup>th</sup> September 2021

*Marzia Sellitti*