



Woodstock Town Council
The Town Hall, Woodstock, Oxford, OX20 1SL
Telephone: 01993 811216
Website: www.woodstock-tc.gov
Locum Town Clerk: Karen Crowhurst

Copied to all Members for information

To: Members of the Staffing Committee Cllrs: Bailey, Manby-Brown, Lamb, U Parkinson, and Spencer-Churchill

You are summoned to attend a meeting of the Staffing Committee to be held in The Town Hall, Woodstock on Monday 7th November 2022 at 6.30pm.

AGENDA

1. Election of Chairman

2. Apologies for absence

3. Declarations of Members interests

4. Public Speaking and Question Time

This period of time designated for public speaking in accordance with standing order 3(f) shall not exceed 3 minutes each with a total allocated time of 15 minutes.

5.. Minutes of previous meeting

To consider the minutes of the previous meeting held on 9th June 2022.

6. Exclusion of Press and Public

To **resolve** the exclusion of press and public in accordance with the Press and Public (Admission to Meetings) Act 1960 as the matters to be discussed relate to staff.

7. To consider responses to questions presented to Committee from Cllr Ann Grant

8. Staffing Matters

- a) Town Clerk vacancy – To receive an update and agree any actions
- b) Other Staffing Matters
- c) Grievance
- d) To note the confidential report and agree any actions arising from the report.

All of the above are included in a confidential report sent to all Staffing Committee Members prior to the meeting.

Signed: *K A Crowhurst*

Date:01 November 2022

Karen Crowhurst –Locum Town Clerk