



WELLINGTON TOWN COUNCIL
Meeting of the Staffing and Resources Committee
Wednesday 12th February 2020 at 2.30 pm in the Town Council Chamber

The Clerk's report on staffing and resources issues has been circulated in advance of the meeting.

Members of the public are welcome to join this meeting.

AGENDA

- 1. Apologies.**
- 2. To receive any Declarations of Interest.**
- 3. To be updated on matters relating to the Council's Office Premises.**
- 4. To review revised Job Descriptions (attached), and approve final versions, subject to any amendments.**
- 5. To be updated on the Council's IT and website arrangements.**
- 6. To be updated on Council's Public Relations and Communications.**
- 7. To be updated on the Longforth Road Public Toilets.**
- 8. (a) To resolve to exclude the press and public to enable a review of 2 confidential matters relating to staffing.**
- 9. Confidential items (see separate page)**
 - (a) Re-evaluation of revised Job Description**
 - (b) Matters relating to the Clerk**
- 10. Date of next meeting.**

Kathryn Hemensley
Town Clerk

5 February 2020