



# WOODBIDGE TOWN COUNCIL



Shire Hall Market Hill Woodbridge Suffolk IP12 4LP  
Town Clerk: Ms Kate Lacey MBA MCIPD  
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**18 OCTOBER 2019**

## **STAFFING COMMITTEE**

### **TO MEMBERS OF THE STAFFING COMMITTEE**

Councillor Bale  
Councillor Miller

Councillor Gillard  
Councillor Sutton

You are hereby summoned to attend a meeting of the **STAFFING COMMITTEE** to be held at the **SHIRE HALL, WOODBRIDGE** on **WEDNESDAY 23<sup>RD</sup> OCTOBER 2019** at **THE CONCLUSION OF THE EGM** for the transaction of the following business:

### **AGENDA**

**1. TO CONSIDER TAKING THIS MEETING IN CAMERA**

**PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST.**

**2. TO APPOINT A VICE CHAIRMAN FOR THE CIVIC YEAR 2019/20**

**3. APOLOGIES**

To receive apologies for absence.

**4. DECLARATION OF INTEREST**

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

**5. REQUESTS FOR DISPENSATION**

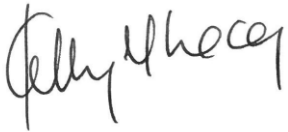
Councillors with a Pecuniary Interest in an item on this Agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

**6. TO RECEIVE AND APPROVE THE TOWN CLERK'S REQUEST FOR LEAVE**

Uploaded to Members' area.

*Please be aware that the recording of this meeting is probable*

7. TO DISCUSS MATTERS RELATING TO THE FORMATION OF THE STAFFING COMMITTEE
8. TO VERIFY EFFICACY OF CURRENT STAFF EXPENDITURE CONTROLS, AUTHORISATION AND SIGNING OFF PROCEDURES, AND TO DETERMINE ANY NECESSARY ACTION.



Kate Lacey MBA MCIPD PSLCC  
Town Clerk

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