

LUDGERSHALL TOWN COUNCIL



STAFFING COMMITTEE

Notice is hereby given that a meeting of the above committee will be held on Tuesday 4th October 2022 at 9.00am in the 3d Castledown Business Park, Tidworth Road, Ludgershall.

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dated this day 28th September 2022.

Signed: *K. Allingham – Town Clerk*

AGENDA

THIS MEETING WILL BE RECORDED

1. Declaration of Interest.

(Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest).

Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.

- 2. Minutes of previous meetings held 25th April, 27th June 2022 & 25th August**—in agenda pack for ratification
- 3. Back log of work due to circumstances beyond the offices control** – discuss information in agenda pack
- 4. Admin Assistant updates** – information in agenda pack
- 5. Admin Assistants 3 month review** – to be reported at meeting
- 6. First Draft Budget for Salaries** – to be reported at meeting
- 7. Agenda points for next meeting.**