



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

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A meeting of the Town Council Personnel Committee will be held on Tuesday 12th March 2019 at 7.30pm in The Oundle Suite, Fletton House, Oundle.

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or other special reasons. The public's exclusion from part or all of the meeting shall be by resolution which shall give the reason for their exclusion (Standing Order 3c).

Subject to standing order 3c above and at the discretion of the chairman of the meeting and at a convenient time in the transaction of business, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda and the chairman will adjourn the meeting for this purpose (Standing Order 3d).

Photographing, recording, broadcasting or transmitting the proceedings of the meeting by any means is permitted without the Council's prior consent (Standing Order 3l).

AGENDA

PC18.05. Apologies for Absence

18.05.01. To receive apologies for absence.

18.05.02. To accept apologies for absence.

PC18.06. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)

(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

PC18.06.01. To declare any Disclosable Pecuniary Interests.

PC18.06.02. To declare any Other Interests.

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).

PC18.07. Personnel Matters

PC18.07.01. To receive an update on recruitment to fill Oundle Town Council vacancies.

PC18.07.02. To receive an update on staffing matters.

PC18.07.03. To approve the following policies as recommended by our HR Consultant. *

- i. Protocol on Councillor / Officer Relationships
 - ii. Capability Procedure
 - iii. Council Policy for Managing Stress in the Workplace
 - iv. Equal Opportunities Policy
- PC18.07.04. To approve expenditure for counselling sessions for employees.

Following these agenda items the meeting will be re-opened to the public.

PC18.08. Any other business for report only.



**Emma Baker
Town Clerk
6th March 2019**

*** Documents Attached.**