

26.9.2024

To Members of the Council



Dear Sir/Madam

You are hereby summoned to a meeting of the **STAFFING COMMITTEE**
(Cllrs: McNicholas, Davenport, Guilfoyle, Harvey, Hayes, Howes, Morse)
which will be held in the Greenwood Room in Hebden Bridge Town Hall on
WEDNESDAY 2 OCTOBER 2024 at 7:30pm

A handwritten signature in black ink, appearing to read 'Emma Green', is written over a light grey rectangular background.

Emma Green
Acting Clerk to the Council

This meeting is open to the public unless Members decide to exclude the public for any exempt or confidential item of business.

AGENDA

- 1. TO RECEIVE APOLOGIES FOR ABSENCE.**
- 2. TO RECEIVE MEMBERS` INTERESTS RELATING TO AGENDA ITEMS FOR THIS MEETING.**
- 3. MINUTES OF THE MEETING HELD 19 AUGUST 2024**
To report on matters arising from the minutes of meeting held 19 August 2024 not itemised on this agenda. (enc)
- 4. TERMS OF REFERENCE**
The adopted Terms of Reference are enclosed for reference. (enc)
- 5. PRESENTATION – EMPLOYMENT LAW AND HEALTH & SAFETY CONSULTANTS**
To receive a presentation for a service provider a to decide on actions as appropriate. (enc)
- 6. STAFFING ACTIONS TAKEN**
To advise the committee of actions taken with regard to staffing since the last meeting and to decide on actions as appropriate. (enc)
- 7. STAFFING ISSUES REQUIRING ACTION**
To consider and decide on current staffing issues, requests and recommendations from the Acting Town Clerk. (enc)

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