

SEVEN PRINCIPLES OF PUBLIC LIFE
Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty - Leadership

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS
Tel 017687 73607

Email: townclerk@keswicktowncouncil.gov.uk

29 November 2023

A meeting of the Keswick Town Council **Staffing Committee** to be held on Tuesday 5 December 2023 at 10.30 am in the Council Chamber, Keswick Town Hall, Keswick.

Yours sincerely



Vivien Little
Town Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interest**
To receive any declarations of interest in respect to items on this agenda.
- 3. Minutes**
To agree the public minutes of the Staffing Committee meeting held on 13 June 2023 (page 1).

Prior to the following business the Chairman will move the following resolution:

'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted'

- 4. Minutes**
To agree the private minutes of the Staffing Committee meeting held on 13 June 2023 (pages 1-2).
- 5. Annual Review of Pay and Conditions for Staff**
To receive the report of the Clerk (to follow).
- 6. Staffing Matters**
To receive the report of the Clerk.
- 7. Date of next meeting**
To agree the date of the next meeting.

KESWICK TOWN COUNCIL

Minutes of meeting of the Staffing Committee held in the Council Chamber, Town Hall, Keswick on Tuesday 13 June 2023 at 11.00 a.m.

Present: Councillor Steve Harwood (Chair)
Councillor Chris Houghton
Councillor Claire Houghton
Councillor Lorraine Taylor
Vivien Little – Town Clerk
Christine Fawcett – Parks Manager
Catherine Parker – Responsible Financial Officer

1. Election of Chair

Councillor Harwood was elected as Chair for the 2023/24 municipal year.

2. Apologies

Apologies were received from Councillor Murray.

3. Declarations of Interest

No declarations of interest were made at this meeting.

Prior to the following business the Chair moved the following resolution:

'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted'

4. Minutes

The minutes of the last meeting held on 9 March 2023 (page 4) were approved as a correct record.

5. Staffing Matters

Consideration was given to the report of the Clerk.

RESOLVED that the recommendations contained in the report be approved.

6. Date of next meeting

The date of the next meeting is to be confirmed.

The meeting ended at 11.45 a.m.

Chairman

Date