

Frodsham Town Council

You are hereby invited to attend a meeting of
The Staffing Sub-Committee
To be held on Tuesday 19 June 2018 at 7.00 pm
In Castle Park House, Frodsham



AGENDA

Meeting 1

No	Item
1	Appointment of Chair
2	Appointment of Deputy Chair
3	Apologies for Absence - To note
4	Declarations of Interest - To note
5	Minutes of Meeting 2 – 10 April 2018 To agree and sign the minutes as a true record.
6	Discipline Procedure To review the disciplinary procedure and agree any changes to the procedure for dealing with complaints made against staff members.
7	Grievance Procedure To review the grievance procedure and agree any changes to the procedure for dealing with complaints made by staff members.
8	Workload To agreed to defer any further action until the Admin Reduction Working Group has completed its review and made recommendations to council.
9	Training Budget
9.1	To discuss the training budget paper and agree to recommend changes to the staff training budget to P&P.
9.2	To agree the process for getting approval for undertaking external staff training.
10	Clerk's Urgent Items To consider any urgent items received since the agenda was published and agree any actions.
11	Date of next meeting
PART B	
12	Confidential Personnel Issues If required - to discuss issues confidential to individual members of staff or matters which might impact the staff team.

Members: Cllrs C Ashton, P Martin and M Parker
Reserve Member: Cllr D Critchley