



WINCANTON TOWN COUNCIL

YOU ARE HEREBY SUMMONED TO AN EXTRAORDINARY MEETING OF THE PERSONNEL COMMITTEE TO BE HELD AT 7.00PM ON WEDNESDAY 19th August 2020.

The Town Council will be meeting online using zoom software to protect Council members.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded of their obligations to declare their interest under the Code of Conduct as defined by regulations made under section 30(3) of the Localism Act 2011 and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary interests.

AGENDA

1 APOLOGIES

To note those Councillors unable to attend.

2 DECLARATION OF INTEREST

Members to declare any interest they may have in agenda items that accord with the requirements of the Council Code of Conduct.

3 STAFF COVER

To discuss and agree the process of appointment of locums equivalent to two members of staff to provide cover in the absences of the Clerk and Deputy Clerk. *Subject to delegated powers being given by Full Council.*

4 PERSONNEL COMMITTEE TERMS OF REFERENCE

To discuss and agree a final draft committee terms of reference for submission to full council.

5 PERSONNEL POLICES

To discuss and agree final drafts of all personnel related policies for submission to full council.