

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL  
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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)  
Clerk: Sally Thurston



## **To Members of the Staff Sub Committee**

**You are summoned to attend an online meeting of the Staff Sub Committee on  
Wednesday 20<sup>th</sup> January at 6pm**

**Press & Public are invited to attend via this link: [Click here to join the meeting](#)**

## **AGENDA**

### **1. Apologies for Absence**

To receive and approve

### **2. Roll call**

Cllrs. summoned: *Leniec, Finn, Bentley, Boulton, Thomas and Wise*

### **3. Minutes of last meeting - Monday 12<sup>th</sup> October 2020**

To sign as a correct record

### **4. Declarations of Interest & requests for dispensations**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation is granted, you must withdraw from the room when the meeting discusses and votes on the matter.

### **5. Public Participation Time**

This period is designated for public speaking accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

### **6. Items for Information Only**

### **7. Appraisal Procedure review**

- a) To receive and consider a Pay Policy
- b) To receive and consider revised appraisal procedure documents

**Due to the confidential nature of the following items it is likely they will be held in confidential session.**

### **8. The Place**

- a. To receive and consider a report on the current financial position
- b. To receive and consider a report on the management of the service level agreement with Spurgeons
- c. To receive a report and consider a report on the provision and management of staff during Covid

### **9. Staffing**

- a) To receive and consider a report on staffing during Covid
- b) To receive and consider a report on the Town Clerk's appraisal
- c) To receive and consider a report on staff appraisals

15<sup>th</sup> January 2021

*Sally Thurston*

**Town Clerk**