

# OTTERY ST MARY TOWN COUNCIL

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**THIS MEETING IS OPEN TO THE PUBLIC AND PRESS**  
**who are welcome to attend as observers**  
**20 seats only, are available to the public on a first-come, first-served basis**

22nd January 2019

**To: Members of the Human Resources Management Committee of Ottery St Mary Town Council**

A Meeting of the Human Resources Management Committee of Ottery St Mary Town Council will be held in the Council Chamber, The Old Convent, 8 Broad Street, Ottery St Mary on **TUESDAY 29<sup>TH</sup> JANUARY 2019 at 2.00pm** to consider the matters detailed on the Agenda below

Yours faithfully

*C J McIntyre*

**Christine McIntyre**  
**Town Clerk**

**Recording of Meetings etc** - This meeting is being audio recorded by the Council and the recording will subsequently be available for public listening on request. Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Mayor has the power to control public recording and/or reporting so it does not disrupt the meeting.

**Mobile Phones, Pagers and Similar Devices** – All persons attending this meeting are required to turn off Mobile Phones, Pagers and Similar Devices. The Mayor may approve an exception to this request in special circumstances

## A G E N D A

- 1 . To receive apologies for absence
2. To receive Declarations of interest for items on the Agenda and receipt of requests for new Disclosable Pecuniary Interests (DPIs) dispensations for items on the Agenda
3. Under the Public Bodies (Admission to Meetings) Act 1960 as amended by s.100 LGA 1972, the public (including the press) are excluded from items 5 and 6 due to the confidential nature of the contents
4. To agree a date for the Clerk`s Appraisal

5. To consider various issues relating to staff and to recommend proposed courses of action
6. Consideration and to make recommendations re proposed employees salary increases in accordance with contract provisions
7. Miscellaneous Matters
8. To decide on a date for the next meeting