

OTTERY ST MARY TOWN COUNCIL

Council Offices, The Old Convent, 8 Broad Street,
Ottery St Mary. Devon. EX11 1BZ
Tel: 01404 812252



E-mail: ceo@otterystmary-tc.gov.uk
Website: www.otterystmary-tc.gov.uk

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 at The Council Offices, The Old Convent, 8 Broad Street, Ottery St Mary on **MONDAY 26TH JUNE 2023 at 4.30PM**

All members of the Committee are hereby summoned to consider the matters detailed on the Agenda below

Yours faithfully

Kerry Kennell

Kerry Kennell
Chief Executive Officer
19th June 2023

Recording of Meetings etc - 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 Terms of Reference
5. To approve and sign the Minutes of the Human Resources Management Committee Meeting of 30th January 2023
5. To consider and make recommendations (as appropriate) regarding correspondence received
6. To consider and make recommendations (as appropriate) re various staffing issues
7. To consider Councillors Questions relating to HR Matters