



Barnstaple Town Council
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Mr R Ward, Town Clerk

There will be a **STAFF COMMITTEE MEETING** at **6.00PM ON MONDAY 3rd DECEMBER 2018** in the **MAYOR'S PARLOUR, GUILDHALL, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business.

Mr R Ward
Town Clerk
26th November 2018

Members of the Committee:

Councillors: Cllrs Mrs V Monk, Mrs V Elkins, Mr A Windsor, Mr I Roome (Chairman), Mrs J Hunt (Vice-Chairman) and Mr J Phillips

AGENDA

1. Apologies for absence.
2. Declarations of interest and dispensations.
3. To approve as a correct record the minutes of the meeting held on 18th October 2018 (attached).

Matters to be taken in the absence of Press and Public (Public Bodies (Admissions to Meetings) Act 1960) as the items contain exempt information as defined by Standing Order 81(a).

4. Staff Hours Report – to receive and note the Staff Hours Report.
5. Town Clerk's Report on Staffing Matters – to receive a report on staffing issues and consider any actions arising.