



# Much Wenlock Town Council

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**Town Clerk: Trudi Barrett BA (Hons)**

**NOTICE IS HEREBY GIVEN** that a meeting of Much Wenlock Town Council's **HR Committee** will be held at **7.00 pm** on **14<sup>th</sup> June 2022** at the **Corn Exchange**, Much Wenlock, and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed: .....  
Trudi Barrett BA (Hons)  
Town Clerk

Date of issue: 8<sup>th</sup> June 2022

## AGENDA

### 1. Election of Chairman

To elect the Chairman of the Committee.

### 2. Election of Deputy Chairman

To elect the Deputy Chairman of the Committee.

### 3. Apologies

To receive apologies for absence.

### 4. Disclosure of Pecuniary Interests

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

### 5. Dispensations

Requests for dispensations should be in writing, addressed to the Town Clerk, and received prior to the meeting.

### 6. Minutes

To approve the minutes of the HR Committee meeting held on 10<sup>th</sup> February 2022.

### 7. Staff Training

- a. To note the attendance of the RFO at a SALC training course on VAT for unregistered councils on 14<sup>th</sup> June.
- b. To approve the Clerk's attendance at a SALC training course on Managing Projects and Major Programmes of Work on 8<sup>th</sup> September.

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### PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act due to the confidential nature of the following business to be transacted it will be **PROPOSED, SECONDED and RESOLVED** that the public and press should not be present.

### 8. Guildhall Staffing

To consider arrangements for cover at the Guildhall, if required.

### 9. Complaint

To consider a complaint.