

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
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Date: 23rd April 2021

To: Members of the Staffing & Governance Sub - Committee

You are invited to attend a Virtual Meeting of the Staffing & Governance Sub - Committee to be held on **Thursday 29th April 2021 at 11.00am** via Zoom, for the transaction of business as set out in the Agenda below.

Yours sincerely,

Joanne Butterworth
Town Clerk & Responsible Finance Officer

AGENDA

1. **To receive apologies and reason for absence.**
2. **Disclosure of Personal and Prejudicial Interests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
3. **Minutes.** To read and confirm the minutes of the meeting of the Sub-Committee held on 24th February 2021. [View minutes.](#)
4. **Exclusion of Press and Public.** To resolve "That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts". Exempt Minutes will be kept.
5. **Confidential Business Report.** To read and confirm the confidential business report of the meeting of the Sub-Committee held on 24th February 2021.
6. **Town Hall Staffing & Training.** To receive a report from the Clerk.
7. **Town Council Staff Training.** To receive an update on Staff Training.