



UPPINGHAM TOWN COUNCIL

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To: Cllrs Alec Crombie, Dave Ainslie, Lindsay Cooper, Sam Findlay, Mark Shaw, Lucy Lewin, Miranda Jones, Cornelius Vincent-Enright, Liz Clarke, Steve Rozak and Ron Simpson.

29th January 2020

Dear Sir/Madam

I HEREBY SUMMON YOU TO A MEETING OF THE STAFFING COMMITTEE which will take place on **Wednesday 5th February 2020 at 6.30pm** in the Council Chamber. The agenda of the business to be transacted is detailed below.

Yours faithfully,

Deborah Bettles

Clerk to the Council

Please note that an audio recording of non-confidential items of the meeting may be made and that the recording will be publicly available following the meeting including publication via the Council's website. Some agenda items are confidential and as such any members of the public and/or certain staff / Councillors will be asked to leave the room whilst these matters are discussed and recording will be paused. If you do not wish your speech to be recorded, please contact The Clerk to Uppingham Town Council on 01572 822681 to discuss your concerns. The Council will not publish recordings of speakers if they do not wish to appear in the recording of the meeting.

AGENDA

1. **CHAIR'S OPENING REMARKS.**
2. **ATTENDANCE REGISTER AND APOLOGIES FOR ABSENCE**
3. **DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION**
4. **TO CONFIRM THE REPORT OF THE MEETING HELD** on Wednesday 29th May 2019
5. **UPDATE ON OFFICE OPENING HOURS**
6. **REVIEW OF INTERIM SUPPORT FOR THE CLERK**
7. **CONSIDER A REVIEW OF CONTRACT HOURS FOR THE PREMISES OFFICER ROLE**
8. **CONSIDER A REVIEW OF THE PAY SCALE FOR THE ASSISTANT/DEPUTY CLERK ROLE**
9. **CLERK'S END OF PROBATIONARY PERIOD REVIEW**

End.