

Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

Tel: 01425 473883

www.ringwood.gov.uk

STAFFING COMMITTEE

Dear Member

9th September 2021

A meeting of the Staffing Committee will be held on **Wednesday 15th September 2021** at 7pm and your attendance is requested.



Mr C. Wilkins
Town Clerk

Ringwood Town Council is committed to transparency in its decision-making processes. The current crisis prevents the holding of physical meetings but insofar as it is possible and in accordance with Government Regulations, this meeting will take place in a virtual environment using "Zoom" technology. The meeting will start in Zoom at or about 6.45pm. Councillors are encouraged to join in good time ready for a start of the meeting proper at 7.00pm. In the event of difficulty joining please contact Chris Wilkins, Town Clerk on (01425) 484720 or by sending an email to chris.wilkins@ringwood.gov.uk.

Members of the press or public who would like to participate or simply observe the meeting are requested to tell us in advance by contacting Chris Wilkins, Town Clerk. You can join the meeting by following the link:-

Join Zoom Meeting

<https://us02web.zoom.us/j/89235455324?pwd=NnZEVmpkeFQ0eUhibmZxbW1PMFITUT09>

Meeting ID: 892 3545 5324

Passcode: 257266

AGENDA

- 1. PUBLIC PARTICIPATION**
There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES OF THE PREVIOUS MEETING**
To approve as a correct record the minutes of the meeting held on 24th March 2021
- 5. HUMAN RESOURCES MANAGEMENT UPDATE**
To receive a verbal update from officers on recent changes to personnel and work practices.
- 6. EMPLOYMENT LAW AND HR SUPPORT CONTRACT**
To receive a verbal update from officers on the re-procurement of employment law and HR management support arrangements.

7. TOWN CLERK'S ANNUAL APPRAISAL PROCESS

To appoint two members to undertake the Town Clerk's annual appraisal and report back to the committee in March 2022.

If you would like further information on any of the agenda items, please contact Chris Wilkins, Town Clerk on (01425) 484720 or email chris.wilkins@ringwood.gov.uk.

Committee Members

Cllr Tony Ring – Town Mayor
Cllr Jeremy Heron – Chairman of Policy and Finance Committee
Cllr John Haywood
Cllr Gloria O'Reilly
Cllr Glenys Turner

Officers

Chris Wilkins, Town Clerk
Jo Hurd, Deputy Town Clerk

Copied by e-mail to other Members for information