



BERKELEY TOWN COUNCIL
DRYHTENHOLDA BEORCLEAH

Town Hall
Salter Street
Berkeley, Glos.
GL13 9DB,
Tel/Fax: 01453 511964
Email:
clerk@berkeley-tc.gov.uk

PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Monday 6th January 2020

*You are hereby summoned to attend a
Staffing Committee Meeting on
Monday 13th January 2020 at
7.00 p.m. in the
Town Hall, Berkeley*

*Justine Hopkins
Town Clerk*

AGENDA

1.	Apologies and absence
2.	To receive declarations of interests and consider requests for dispensations
3.	To approve the Minutes of the last meeting held on Monday 7 th October 2019-see attached
4.	To resolve that the Public & Press will be excluded from this item to progress a confidential staffing matter - To review and confirm the Town Clerks completion of the probationary period
5.	To consider a review of all staffing policies
6.	To review the mileage allowance to comply with HMRC rate of 45p up to 10,000 miles NALC updated employment contract states: <ul style="list-style-type: none">• The Council shall reimburse you at NJC rates in force at the time for mileage incurred in the performance of Council business ("mileage expenses") provided that mileage expenses have been approved by the Council
7.	Date of next meeting The date of the next Staffing Committee Meeting is to be arranged