

14 March 2024

Dear Councillor,

**STAMFORD TOWN COUNCIL – NOTICE OF MEETING**

You are hereby summoned to attend an Extra Ordinary Finance, Personnel and Asset Committee Meeting to be held on **Tuesday 19 March 2024 at 6.30pm** for the purpose of considering and making recommendations as may be necessary with respect of each item on the agenda attached.

Yours sincerely,



Proper Officer - Town Clerk

(For information only to those Members not on the Committee)

**COMMITTEE MEMBERS:**

<b>COUNCILLOR</b>	<b>ANDREW CROFT (MAYOR)</b>
<b>COUNCILLOR</b>	<b>KELHAM COOKE (CHAIRMAN)</b>
<b>COUNCILLOR</b>	<b>ROBIN MORRISON (VICE CHAIRMAN)</b>
<b>COUNCILLOR</b>	<b>BRETT ALLIBONE</b>
<b>COUNCILLOR</b>	<b>BARRY DEVEREUX</b>
<b>COUNCILLOR</b>	<b>SHAUN FORD</b>
<b>COUNCILLOR</b>	<b>HABIB RAHMAN</b>
<b>COUNCILLOR</b>	<b>ED FANCOURT</b>
<b>COUNCILLOR</b>	<b>JOANNA WINTERBOURNE</b>
<b>COUNCILLOR</b>	<b>AMANDA WHEELER</b>

## AGENDA

### FOR A MEETING OF THE FINANCE, PERSONNEL AND ASSET COMMITTEE ON TUESDAY 19 MARCH 2024 AT 6.30PM

*Members of the Public and Press are welcome to attend.  
Persons wishing to speak at the meeting are required to register their request  
with the Council 48hours prior to the meeting date.*

*For ease the public may view proceeding remotely by clicking on the link [HERE](#) to join the meeting.*

1. **To receive any public representation in respect of business on the agenda** – *In accordance with Standing Order 3e.*
2. **Apologies and reasons for absence** - *To receive and resolve reasons for absence in accordance with the requirement of the Local Government Act 1972*
3. **Declarations of Interests** - *To receive declarations of interest in accordance with the requirements of the Localism Act 2011 and consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests. Members may make any declarations of interest at this point and may also make them at any point during the meeting.*
4. **To resolve to go into Closed Session to discuss sensitive and confidential Personnel Matters**
5. **Personnel Matters**
  - i. *Staff Arrangements*
  - ii. *Acting Clerks duties and responsibilities*
  - iii. *Retiring Clerks duties outside of contract*
  - iv. *Staffing Contract and 2024/25 Living Wage*
6. **Date of the next meeting – Tuesday 16<sup>th</sup> April 2024**

Town Clerk, 14/03/2024