



GILLINGHAM TOWN COUNCIL STAFF AND SALARIES COMMITTEE

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
Tel: 01747 823588 Email: GTC@gillinghamdorset-tc.gov.uk

Dear Sir/Madam

All members are summoned to attend a meeting of the Staff and Salaries Committee in the Jubilee Room, Town Hall, School Road, Gillingham, on **Monday 15th January 2018 at 7.00pm.**

10th January 2018

Sylvia J Dobie
Town Clerk

All in attendance should be aware that filming, recording, photographing or otherwise being reported about may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

AGENDA

1. To receive apologies for absence.
2. To approve the minutes of the meeting held on the 11th December 2017.
3. Declarations of Interest - Members are required to comply with the requirements of Section 27 the Localism Act 2011 regarding disclosable pecuniary interests.
4. **In Confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public shall be excluded during the discussion of the following items:**
5. To receive a list of salaries and wages cheques and associated accounts for the month of January 2018 - (Attached).
6. To receive a budget analysis, for the staff and salaries costs, for the 3rd quarter of the Financial Year 2017-18 (Attached).
7. Staff Matters:
 - a) To consider and agree a draft advertisement for a full time member of the ground staff team for the financial year 2018/19.
 - b) To consider and agree a draft advertisement for a gardener/grounds person (self-employed) to work as part of a small staff team for the financial year 2018/19.

Closure.

Attached: Cheques for Payment – January – Members only.
Budget Analysis – 3rd Quarter – Members only.
Draft Adverts (2) – Members only