



Order of meetings for 24th October 2018
7.00pm Town Enhancement
7.10pm Establishment

STOTFOLD TOWN COUNCIL

Dear Councillor,

You are hereby summoned to attend a meeting of the Establishment Committee, on Wednesday 24th October 2018, at 7.10pm, Council Chamber, Greenacre Centre, Stotfold

AGENDA

1. **Apologies for absence**
2. **Disclosures of Members Interests on matters contained in this agenda**
Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.
3. **Public participation – questions, comments and responses**
Up to 3 members of the public are given 3 minutes each to speak on any item relating to this Committee.
4. **Stotfold Christmas Lights**
To consider recommending to Council that the figure of £3,000 is allocated to this year's Stotfold Christmas Lights display, as for the last 3 years displays. Note – the Christmas Lights Committee funds are administered and held by the Town Council as majority stakeholder organisation. Therefore, these funds have been tagged to this Committee from here onwards (as although full Council has previously agreed funds, it does not have a specific budget line for such projects).
5. **Exclusion of press and public**
The Chairman will then propose that the press and public are temporarily excluded whilst matters pertaining to staff salaries are discussed and that they be instructed to withdraw from the meeting for agenda items 6 and 7.
6. **Salary review – Town Clerk role**
Members are asked to consider a confidential report from the Chairman and Vice-Chairman recommending a salary scale increase, following a review of the Town Clerk role.
7. **Staff salaries for year 2019/2020**
To consider 2019/2020 office staff salaries, as per confidential report appended for Members only.

Public and press will be re-admitted after this item.
8. **Review of activities and expenditure prior to considering estimates**
No items of note to report from the Clerk.

9. **Estimates for year 2019/2020**
To consider the estimates for the year 2019/2020 (Clerk's estimates appended for Members)
10. **Items for information purposes, relevant to this Committee only**

KA Elliott-Turner

**Mrs KA Elliott-Turner
Town Clerk**

19th October 2018

Members of the Establishment Committee: Cllrs Cooper (Chairman), Collier, Mrs Clarey, Mrs Cooper, Hayes, Mrs Hyde and Saunders. Other Councillors for information only