

# NEWENT TOWN COUNCIL

## AND BURIAL AUTHORITY

---



1<sup>st</sup> Floor  
Newent Community Centre  
Ross Road  
Newent  
Glos, GL18 1BD

Tel: 01531 820638  
Email: [townclerk@newenttowncouncil.gov.uk](mailto:townclerk@newenttowncouncil.gov.uk)  
[www.newenttowncouncil.org.uk](http://www.newenttowncouncil.org.uk)

Dear Member

You are summoned to attend a Meeting of the Staff Committee to be held at 6.00 pm on 8<sup>th</sup> June 2021 in the Market House, Newent for the purpose of transacting the following business



Miss K Noble  
Town Clerk

3<sup>rd</sup> June 2021

### AGENDA

1. To note apologies for absence
2. Declarations of Interest on items on the agenda
3. To sign as a correct record the Minutes of the meeting held on 17<sup>th</sup> May 2021
4. Matters arising from previous Minutes
5. To resolve that the press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s.1. Sub section 2
6. To confirm appointment of Locum Clerk(s)
7. To confirm appointment of Grounds Maintenance Assistant
8. To confirm appointment of temporary weekend litter picker
9. To agree process for Town Clerk/RFO recruitment
10. Any urgent matters