

FLEET TOWN COUNCIL

NOTICE OF MEETING

Notice is hereby given to all the Establishment Committee members that there

will be a meeting
of

The Establishment Committee

on

Wednesday 30 September 2015 at 3.00pm

In The Dance Studio (please note venue)

at

THE HARLINGTON

To : Cllrs Chenery, Einchcomb, Holt, Robinson, Schofield and Smith

SIGNED:

TOWN CLERK

24 September 2015

AGENDA

ITEM 1 ELECTION OF CHAIRMAN

To receive nominations and elect a Chairman of the Establishment Committee for the local government year 2015/2016

ITEM 2 ELECTION OF VICE CHAIRMAN

To receive nominations and elect a Vice-Chairman of the Establishment Committee 2015/2016

ITEM 3 APOLOGIES

Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable.

ITEM 4 DECLARATIONS OF INTEREST

Under the Local Authorities Localism Act 2011, Members must declare any interests and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.

ITEM 5 MINUTES OF THE PREVIOUS MEETING

To approve and sign the minutes and the confidential minutes of the meeting held on 22 July 2015 -copy attached

PART 1

Items for decision

ITEM 6 AUTO ENROLMENT OF PENSIONS

As a result of the Council decision (1April 2015 item 8), to delegate authority to Cllrs Robinson and Schofield and the Town Clerk, to receive and consider the Auto Pension Working Group's review of suitable pensions which are Auto Enrolment compliant

RECOMMENDATION

To agree an Auto Enrolment Pension Scheme for immediate implementation

PART 2
Items to note

ITEM 7 TRAINING UPDATE

To receive and note the staff training record which sets out the training activity since April 2015. Copy attached

Part 3 CONFIDENTIAL ITEMS

Under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business of the Establishment Sub Committee, the Public and Press will be excluded from the Meeting.

ITEM 8 STAFF CHANGES

To note the list of staff at The Harlington, Fleet Town Council and Ancells Farm Community Centre

Confidential report attached

ITEM 9 DATE AND TIME OF NEXT MEETING

The next meeting of the Establishment Committee will be held on Wednesday 9 December 2015 at 7.00pm