



CREDITON TOWN COUNCIL

8 North Street

Credition

Devon

EX17 2BT

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To All Credition Town Councillors

You are hereby summoned to attend a meeting of the **HR Committee**, which will be held on **Thursday 12 June 2025 at 13.00, at The Bungalow, 8 North Street, EX17 2BT.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery FSLCC
Town Clerk

06 June 2025

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

AGENDA

- 1. Election of Chair for 2025/26**
To seek nominations and elect the Chair for the ensuing year
- 2. Election of Deputy Chair for 2025/26**
To elect the Deputy Chair for the ensuing year
- 3. Welcome and Introduction**
Opening of meeting by the Chair and member introductions
- 4. Public Question Time**
To receive questions from members of the public relevant to the work of the council (a maximum of 15 minutes is allowed for this item; verbal questions should not exceed 3 minutes)
- 5. Apologies**
To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)
- 6. Declarations of Interest and Requests for Dispensations**
To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda
To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)
- 7. Climate Emergency**
To note that decisions will be made with the climate emergency at the forefront of decision and policy making
- 8. Order of Business**
At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public
- 9. Chair's and Clerk's Announcements**
To receive any announcements which the Chair and Town Clerk may wish to make (for information only)
- 10. Training**
To discuss training requirements and to agree to create an associated plan for training of staff and members
- 11. To agree a schedule of meeting dates for this committee**
- 12. Date of next meeting**
To note that the date of the next meeting

PART II

13. Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

14. Vexatious Complaint Process

To consider enactment of the Vexatious Complaints Process

15. Staffing

To discuss staffing workload and to agree any further actions

16. Town Clerk Appraisal

To agree a process for the Town Clerk Appraisal