



# STANLEY TOWN COUNCIL

## NOTICE OF MEETING

I hereby give notice that a meeting of the Personnel Committee of Stanley Town Council will be held on Tuesday, the 3<sup>rd</sup> November at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL PERSONNEL COMMITTEE

R. Harrison (Chair)	D. Mills	D. Walker	L. Marshall	J. Charlton
A. Clegg	C. Bell	M. Wilkinson	B. Nair	G. Graham
J. Nicholson*	W. Nixon*			

\*ex-officio

You are hereby summoned to attend a meeting of the **Personnel Committee of Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 3<sup>rd</sup> November 2015 at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**28<sup>th</sup> October 2015**

Please turn off all mobile phones or set to silent mode  
Please refer to the Policy for recording proceedings

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## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

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#### 4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

#### 5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Personnel Committee meeting held on 6<sup>th</sup> October 2015.

#### 6 CODE OF CONDUCT (ATTACHMENT B)

Members to consider the amendments to the Code of Conduct following the decision of Full Council on 27<sup>th</sup> October to refer the matter to Committee for consideration.

##### **Background**

The existing Code of Conduct is attached. I have also attached a copy of the Code of Conduct used in Epping Forest for information and the other background information that was supplied to Full Council on 27<sup>th</sup> October.

The motion put before Council on 27<sup>th</sup> October for consideration related to the declaration of non-pecuniary interests.

Committee is requested to **CONSIDER** this matter and make **RECOMMENDATIONS** to Council.

##### **RECOMMENDATION**

At the Council meeting on 27<sup>th</sup> October 2015, a number of members expressed the view that they felt the Epping code (attached) was an improvement on our existing Code as it provided more clarity about what the obligations on members were.

Council could **CONSIDER** using this Code as a template and amending this code to suit our own specific purposes.

#### 7 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 1<sup>st</sup> December 2015, 18.30 at the Civic Hall

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*