



**WELLS CITY COUNCIL
NOTICE IS HEREBY GIVEN THAT A MEETING OF THE STAFFING & PERSONNEL COMMITTEE,
WHICH MEMBERS ARE SUMMONED TO ATTEND,
WILL BE HELD AT WELLS TOWN HALL
ON THURSDAY 11th SEPTEMBER 2025 AT 6:00PM**

Please note this meeting will be recorded for the purpose of minute-taking.

Haylee Wilkins
Town Clerk

4th September 2025

Town Hall, Market Place
Wells BA5 2RB

01749 673091

e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: J Browne (Vice-chair), D Denis,
S Eden (Chair), D Orrett, S Powell, T Robbins

AGENDA

Wells City Council has declared a climate emergency. Each agenda item must consider the impact on any policy and decision.

- 1 APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
- 3 ACTIONS FROM THE STAFFING & PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 10TH JULY 2025**
- 4 MINUTES OF THE STAFFING & PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 10TH JULY 2025**
To approve and sign the minutes of the previous meeting.
- 5 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
- 6 STAFFING UPDATE**
 - i To receive an update from the Town Clerk
 - ii To receive an update from the Staff Representative

7 FORWARD PLAN

Item	Proposed date for consideration
Staffing review	Monthly
Menopause Policy	October
Staff contract review	October
Staff Handbook review	October
Work Nest Contract review	October

8 ANY MATTERS OF URGENT REPORT

9 DATE OF NEXT MEETING: 6pm, Thursday 9th October 2025

EXCLUDE THE PRESS AND PUBLIC

Note: If it is necessary for matters to be considered in confidence it will be proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public, in order that confidential items can be discussed.