



SHANKLIN TOWN COUNCIL

TOWN CLERK RFO MS STELLA JANEWAY **LL.B (Hons) CiLCA MSLCC**

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STELLA JANEWAY
TOWN CLERK

11 February 2025

MEMBERS OF SHANKLIN TOWN COUNCIL **STAFFING COMMITTEE** ARE SUMMONED TO A MEETING OF SHANKLIN TOWN COUNCIL TO BE HELD ON **MONDAY 17 FEBRUARY 2025 AT 17.00** TO CONSIDER THE MATTERS SET OUT IN THE FOLLOWING AGENDA.

S. Janeway
TOWN CLERK

1. Apologies for absence
2. Declarations of interest & Dispensations
3. **Exclusion of the press & public – the following item to be considered relates to the employment of staff therefore the press & public are excluded under the Public Bodies (Admission to Meetings) Act 1960 & s.100 Local Government Act 1972**
4. Operations Manager & Assistant to Town Clerk RFO Mr. J. Gilbey BEM
 - 4.1 To consider Jon taking on the Environment Officer role – Document attached - **WHITE**
 - 4.2 To consider changing Jon's title Deputy Town Clerk Environment & Facilities Officer
 - 4.3 To consider increasing Jon's hours of work by 2 hours to 25 hours
 - 4.4 To agree for Town Clerk RFO to write variation of contract document as agreed with Jon to reflect the above