

Administration, Finance and Staffing Committee Meeting of the Settle Town Council to be held on **Monday 9th June 2025 at 6.00pm** in Settle Town Hall. The public and press are invited, and Public Participation will be at 6:00 pm. Public comments will be heard but the time will be restricted to 15 minutes or longer at the Chairman's discretion. No further comment during the meeting itself will be allowed unless resolved by a vote of the council. **The Council will record the meeting.**

Agenda item	Agenda
AFS01/2025-26	Election of Chair of the Administration, Finance & Staffing Committee
AFS02/2025-26	Election of Vice Chair of the Administration, Finance & Staffing Committee
AFS03/2025-26	Apologies i) To receive apologies for absence and record these in the minutes. ii) To consider the approval of reasons for absence given by Councillors
AFS04/2025-26	Code of Conduct: Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda, to consider any dispensations or changes in member's register of interests.
AFS05/2025-26	Whitefriars a) To receive an update on the North Yorkshire Council's cleaning contract for Whitefriars Public Conveniences and consider any further actions or recommendations to Full Council. b) To consider future staffing requirements at Whitefriars and any further actions.
AFS06/2025-26	Staffing Matters Arising a) To review the arrangements for the staff appraisals and arrange a date. b) To consider a resolution to exclude press and public from agenda item AFS06/2025-26 b) due to business of a private and confidential nature c) To receive an update from the Chair regarding a member of staff d) To consider any gaps in the Council staffing and consider any recruitment requirements. e) Any other staffing matters arising.
AFS07/2025-26	Policy and Procedures a) To review the Council's complaints procedure b) To review the Council's employment policies and procedures.
AFS08/2025-26	Future agenda items
AFS09/2025-26	Date of Next Meetings of the Administration, Finance and Staffing Committee - Meeting date to be agreed.