

Kenilworth Town Council

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30 October 2026

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a **STAFFING COMMITTEE MEETING** will be held in the Council Chamber at Jubilee House, on **THURSDAY 5 NOVEMBER 2026**, at 11.00am, when you are requested to attend.

A handwritten signature in black ink, appearing to read 'M. Kelly', written over a horizontal line.

Town Clerk

DECLARATIONS OF INTEREST

Members are reminded of the utmost importance of making declarations of interest in respect of any of the items appearing on the Agenda below. Declarations should be entered on the form circulated with the attendance register, and should be made orally immediately before the item is discussed. Particular care should be taken to ensure that any beneficial or disclosable pecuniary interest has been identified under the provisions of Section 31 of the Localism Act 2011. If the interest is not registered, formal notification of it must be made within 28 days. Members are reminded of the need to also declare predetermination of any matter.

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members of the Committee to declare any interest they may have in items identified for discussion at the Meeting, in accordance with the Code of Conduct.

3. MINUTES

To receive the minutes of the Staffing Committee held on 5 October 2026 (Copy attached at **Enclosure 1**)

4. EXCLUSION OF PRESS AND PUBLIC

To consider making the following resolution:

“That in view of the confidential nature of the business about to be considered (confidential staffing matters and commercially sensitive issues), the press and public are excluded from the Meeting, pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960”.

5. SCOPING OF TOWN SUPPORT OPTIONS

To discuss the options available for a pilot project regarding provision for Town Support and a Community Engagement Event to be held in 2027.

6. PENSION CONSULTATION

To note the recent pension consultation.

7. RECOMMENDATIONS FOR SALARY AND PENSION PROVISION FOR 2027 - 2028 BUDGET

To recommend the budget required for the Council's salary and pension provision for the next financial year.

8. CONFIRMATION OF DECEMBER CLOSEDOWN PERIOD

To confirm that the Town Council offices will close from midday on Christmas Eve and reopen at 10.00am on Monday 4 January 2027.

9. NEXT MEETING

To set a date for any additional meetings required.