

MALVERN TOWN COUNCIL

Town Clerk
Community Hub
Victoria Park Road
Malvern Link
WR14 2JY



16 October 2025

townclerk@malvern-tc.org.uk
01684 566667

MEETING OPEN TO MEMBERS OF THE PUBLIC

To Members of the Staffing Committee (Quorum 4):

Cllrs Josie Leibrandt (Chair), Anne Cherry, Clive Fletcher, Emma Green (Vice-Chair), Clive Hooper, David Mead and Karen Newbigging

All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the Staffing Committee to be held in the Park View Community Room, Victoria Park Road, Malvern Link, WR14 2JY on Wednesday 22 October 2025, commencing at 6.00pm for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. J. Blake'.

Linda Blake
Town Clerk

No.	Agenda Item
1.	Apologies for Absence To receive and note apologies for absence
2.	Declarations of Interest To receive declarations of disclosable pecuniary interests and other disclosable interests
3.	Minutes of Previous Meeting To receive and confirm as a correct record the minutes of the previous Staffing Committee meeting and the minutes to be signed by the Chair ➤ Wednesday 13 August 2025 (previously circulated)
Public Participation <i>The Meeting will be adjourned for public participation when the Chair will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i>	
4.	Feedback from meetings with Staff and any actions to be taken ➤ Committee discussion
5.	Review of Staffing Budget 2026/27 ➤ Report to be circulated at meeting

6.	Review of Training and Development – Staff ➤ Report to be circulated at meeting
7.	Review of Training and Development – Staffing Committee ➤ Committee discussion
8.	Review of Staff Rewards ➤ Committee discussion
9.	Format of Staffing Overview Report ➤ Committee discussion
10.	Date and Time of Next Meeting ➤ Wednesday 21 January 2026 at 6pm