Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH
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20th October 2022

Dear Councillor

Personnel Meeting

You are hereby summoned to attend the a Meeting of the Personnel Committee of Elloughton-cum-Brough Town Council to be held on **Tuesday 25th October 2022 commencing at 1pm in the Meeting Room, Town Council Offices, 60 Welton Road, Brough.**

Due to ongoing COVID-19 pandemic, while no longer a legal requirement, wearing of masks and social distancing is still strongly recommended in public spaces and when mixing in larger groups, to protect those around you.

Philippa Beverley
Town Clerk

Public Forum – The Public Forum will commence at 1pm. The period of time designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes.

AGENDA

1. **To accept Apologies**
2. **To accept Declarations of interest relating to items on the agenda.**
3. **To confirm as a correct record the Minutes of a meeting of the Personnel Committee held on 12th July 2022.**
4. **Exclusion of Press and Public**
   Due to the confidential nature, Members may resolve to exclude the press and public from the meeting during consideration of the next item in accordance with the Public Bodies (Admission to Meetings) Act 1960. The next item of the agenda can be treated as confidential because it relates to confidential staffing issues, such as terms of service, contractual arrangements and the engagement of staff.
5. **To receive a verbal update on Playground attendant and approve any required actions.**
6. **To discuss report and proposals and approve future staffing of the Town Council.**
7. **To note the next full Personnel Committee Meeting is to be held at 1.00pm on Tuesday 10th January 2023, at Meeting Room, Elloughton cum Brough Town Council, 60 Welton Road, Brough, HU15 1BH.**