

Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH

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9 January 2020

Dear Councillor,

Personnel Committee Meeting

You are hereby summoned to attend a meeting of the Personnel Committee to be held on **Tuesday 14 January 2020**, commencing at **2pm**, in the **Committee Room (60 Welton Road, Brough)**.

The agenda for the meeting is set out below.

Philippa Beverley
Acting Town Clerk

Agenda

Committee Members: Cllr Brogden, Cllr Rowe, Cllr S. Muzaffar, Cllr S. Duckles (Chairman) and Cllr Luckraft (Vice Chairman)

No	Item
	<u>Procedural items</u>
1	Apologies Committee to note any apologies, the reasons given for absence and consider acceptance of them.
2	Declarations of interest Committee to receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interest.
3	Minutes of the meeting held on 30 September 2019 Committee to consider approving the minutes as a true and proper record.

	<u>Business items</u>
5	<p><u>Exclusion of the press and public</u> 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.</p> <p>The next item on 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.</p>
5	<p><u>Interim staffing arrangements</u> Committee to consider a proposal for interim staffing arrangements, including consultancy assistance during the Acting Clerks secondment period and varied role of Admin Assistant.</p>
	<u>Next meeting</u>
6	<p><u>Items for inclusion on the next meeting agenda</u> Members may use this opportunity to raise items for discussion at future Committee meetings.</p>
7	<p><u>Date and time of the next meeting</u> Committee to note the time and date of the next ordinary meeting as 2pm on Tuesday 13 April 2020 to be held in the Committee Room (60 Welton Road, Brough).</p>