



EVESHAM TOWN COUNCIL



PERSONNEL COMMITTEE

Notice is hereby given that an Extraordinary meeting of the **PERSONNEL COMMITTEE** will be held in the Council Chamber at the Town Hall, on **MONDAY 3RD OCTOBER 2022** at **8.15pm**, to which you are hereby summoned for the transaction of the business specified below

AGENDA

1. To receive apologies for absence
2. Declarations of pecuniary or other interests
3. To receive and approve the minutes of the Personnel Committee of the 13th June 2022 as a true record

EXCLUSION OF PRESS AND PUBLIC:

At this point in the meeting, members are advised to pass a resolution to exclude the press and public due to the confidential nature of the business to be transacted, concerning the following items: 4, To receive updates on personnel matters; 5, To discuss recruitment.

4. To receive updates on personnel matters
5. To discuss recruitment
 - i. Admin Assistant
 - ii. Deputy Clerk / Responsible Financial Officer (RFO)
6. Correspondence

Date of next meeting: Monday 20th February 2023

Jo Adams
Town Clerk

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Council. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 565700, email townclerk@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

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