



You are hereby summoned to the meeting of the Personnel Committee
To be held on Monday 16th October 2023 at 6.30pm

Anne Willett
Clerks Assistant
10th October 2023
Attleborough Town Council

AGENDA

Personnel Committee Membership

Cllr A Westby, Cllr E Tyrer, Cllr T Ashby, Cllr R Bond, Cllr T Taylor

1 **Apologies for Absence**

To receive and accept apologies for absence.

2 **Declarations of Interest**

a) **To receive and consider declarations of interest in items below:**

(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)

b) **To receive and consider dispensations in respect of Disclosable Pecuniary Interests.**

3 **Minutes of the Personnel Committee meeting held on the 29th August 2023**

For acceptance and approval.

4 **Public Participation (10 Minutes)**

5 **To Agree Councillors to sit on Interview Panel** - for consideration and resolution

6 **Set a Date for Interviews** - for consideration and resolution

7 **Exclusion of Press and Public**

To pass a resolution excluding the press and public from the meeting under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 given the sensitive nature of the business to be discussed.

8 **To Shortlist Applications for the Town Clerk Position** -- for consideration and resolution

9 **To Review Recently Appointed Grounds Persons within the Probation Period**

for consideration and resolution