



You are hereby summoned to the meeting of the Personnel Committee  
To be held on Monday 18<sup>th</sup> December 2023 at 6.15pm

*Sharon Smyth*

Town Clerk

12<sup>th</sup> December 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 23rd October 2023**

For acceptance and approval.

**4 Public Participation (10 Minutes)**

**5 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.

**6 Senior Grounds Staff Contract of Employment - for consideration and resolution**

**7 To Confirm the Permanent Appointment of 2 Grounds Staff, Contracts of Employment & Salaries**

for consideration and resolution

**8 Occupational Health Checks for Grounds Staff - for consideration and resolution**