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**Clerk to the Council: Nicola Harding**

**Dear Committee Member**

You are accordingly invited to attend the next Personnel Sub-Committee Meeting on **Wednesday 22<sup>nd</sup> February 2023** to be held at the Parish Office at **19.00 hrs**, when the under mentioned business is proposed to be transacted.

Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council can not lawfully decide any matter that is not specified on the agenda.

Please advise prior to the meeting if you require additional information on any agenda item.

Yours sincerely

*N. Harding*

Nicola Harding

Clerk to the Council

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Cllrs: Miss A. Marriott, D. Elwell. K. O'Brien.

**AGENDA**  
**Published 14/02/23**

1. **Apologies**  
1.1 To *receive* apologies for absence
2. **Approval of Minutes**  
2.1 Members to agree as a true record, the Personnel Meetings held on **Wednesday 7<sup>th</sup> September 2022 and Wednesday 30<sup>th</sup> November 2022**
3. **Declarations of interest**  
3.1 To *receive* declarations of interest:
  - a) Disclosable Pecuniary
  - b) Other Pecuniary
  - c) Non Pecuniary
4. **Public Participation Session**  
4.1 *Contributions from Residents, a maximum of 3 minutes per speaker will be allowed.*
5. **Exclusion of Press and Public**  
5.1 Members of the press and public to be excluded by resolution from this part of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2)
6. **Staffing Matters**  
6.1 Members to *discuss* staffing matters and *agree* actions to be taken. See Appendix.
7. **Date of the Next Meeting**  
7.1 The next Personnel committee meeting will take place on Wednesday 27<sup>th</sup> September 2023 19.00hrs at the Parish Office.

Meeting Closed  
Nicola Harding  
Clerk to the Council