



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that a Personnel Committee meeting of the Stanley Town Council will be held on Monday, the 5th December 2016 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, DH9 0NA.

TO ALL MEMBERS of THE PERSONNEL COMMITTEE

D Tully (Chair)
B Nair

D Walker
G Graham

J Charlton
R Harrison

C Bell
J Nicholson*

R Ferris
W Nixon*

*ex-officio

You are hereby summoned to attend a meeting of the **Personnel Committee of Stanley Town Council** to be held in **Stanley Civic Hall** on **Monday the 5th December 2016 at 18.30** in order to transact the following business:

Yours sincerely,



Alan Shaw
Town Clerk
29th November 2016

Please turn off all mobile phones or set to silent mode
Please refer to the Policy for recording proceedings

A G E N D A

1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** any announcements from the Chair or Town Clerk.

4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

5 CONFIRMATION OF COUNCIL MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Personnel Committee Meeting held on 5th April 2016.

6 EXCLUSION OF PRESS AND PUBLIC*

To **RESOLVE** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

**Any members recording the proceedings must stop at this point.*

Justification for excluding the public and press from consideration of the following item: The consideration of staffing matters needs to be held in closed session to preserve the privacy of staff.

7 STAFFING REPORT

The Town Clerk has prepared a report relating to the Council's staffing structure for consideration by Committee.

The Committee is requested to **CONSIDER** this report and make **RECOMMENDATIONS** to Full Council.

8 DATE, TIME AND VENUE OF NEXT MEETING

TBC.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.