



Windlesham Parish Council

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10th July 2018

To: Cllrs Jennings-Evans, Malcaus Cooper, Stacey, Goodman, Manley, Sturt, Hartshorn, Reynolds and White

And all members of Council as nominated substitutes

You are hereby summoned to attend a meeting of the Personnel Committee to be held in Council Chamber on **Wednesday 18th July 2018 at 7.00pm** to act upon the under-mentioned business.

Yours sincerely

Sarah Walker
Clerk to the Council

AGENDA

1. **To elect the Chairman and Vice Chairman of the Committee for the ensuing year**
2. **Apologies for absence**
3. **To review and agree the terms of reference for the Committee**
4. **Declarations of interest:** Members to declare any interest, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for dispensations that accord with the Localism Act 2011 S33(b-e)
5. **Public question time**
6. **Exclusion of the press and public.** To agree any items to be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.
7. **Staff training**
8. **Review of staff objectives**
9. **Update on recruitment of Cemeteries and General Administrator Assistant**

EXEMPT BUSINESS

10. **Staffing Matters**