



Windlesham Parish Council

Sarah Walker
Clerk to the Council
Email: sarah.walker@windleshampc.gov.uk
Website: www.windleshampc.gov.uk
Telephone: 01276 471675

The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

5th April 2019

To: Cllrs Jennings-Evans, Malcaus Cooper, 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 17th April 2018** at **6.00pm** to act upon the under-mentioned business.

Yours sincerely

Sarah Walker
Clerk to the Council

AGENDA

1. **Apologies for absence**
2. **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)
3. **Public question time**
4. **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.

EXEMPT BUSINESS

5. **Staffing Matters**
 - a) Annual Appraisal – Assistant Clerk
 - b) Annual Appraisal – Clerk