



Windlesham Parish Council

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10th January 2020

To: Cllrs Jennings-Evans, Malcaus Cooper, Barnett, Goodman, Halovsky-Yu, Gordon, Galliford 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 15th January 2020** at **7.00pm** 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.
5. **Review of Clerk's objectives**
6. **Time/motion study - update**

EXEMPT BUSINESS

7. **Staffing matters – Assistant Clerk appraisal**