



**ALBRIGHTON PARISH COUNCIL
MEETING OF THE PERSONNEL COMMITTEE
2nd February 2017 at 6.00 pm in the council meeting room**

1. Apologies.
2. Minutes of the previous meeting:
 - Minutes of the meeting of the Personnel Committee held on 11th January 2017.
3. Action points arising from the meeting on 11th January 2017.
4. Shortlisting of candidates for the post of library assistant.
5. Arrangements for the interviewing of short listed candidates.
6. Staffing issues:
 - The Administrative Assistant;
 - The Flyer drivers.
7. To review the revised complaints policy.
8. Date and time of the next meeting.