

Albrighton Parish Council



Albrighton Parish Council

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Summons

To all members of Albrighton Parish Council – Councillors: Beechey, French, Illes, Lumby, and B Watson

Dear Councillor,

You are hereby summoned to the **Personnel Committee** meeting of Albrighton Parish Council, to be held on **Thursday 22nd July 2021**, at **5.30pm** at The Library & Parish Council Offices, Station Road, Albrighton, Nr. Wolverhampton. WV7 3QH.

Locum Clerk : Clare Turner

Date : 15th July 2021

AGENDA

1.	Welcome
2.	Election of Chairman and Vice Chairman for Personnel Committee The Committee is to consider and agree the election of the Chairman and Vice-Chairman of the Personnel Committee.
3.	Declaration of Acceptance of Office The newly elected Chairman and Vice-Chairman accept office and sign the declaration of acceptance of office.
4.	Apologies for Absence To receive, consider and accept, as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972. Councillors who cannot attend the meeting are requested to tender their apologies to the Parish Clerk prior to the meeting.

5.	<p>Code of Conduct <u>Disclosable Pecuniary and other Interests.</u> Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.</p>
6.	<p>Terms of Reference for Personnel Committee The Committee to discuss the terms of reference and conduct of the Personnel Committee.</p>
7.	<p>Dates of the Personnel Committee Meetings The Committee to discuss and agree the future dates of the Personnel Committee meeting.</p>
8.	<p>Exclusion of Press and Public To resolve: The under Section 100(A) Local Government Act 1972, the press and public to be excluded from the remainder for the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.</p>
9.	<p>Staffing Update The Council is to receive a verbal update regarding the report provided from the Acting Clerk with regard to staffing. - <i>Report to be Tabled at the Meeting</i></p>
10.	<p>Date of Next Meeting - Full Council Meeting - Thursday 2nd September 2021 at 7.00pm</p>