



QUALITY
TOWN
COUNCIL

website: www.whitchurchcouncil.uk

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
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Personnel Committee Meeting

03 February 2022

To: Members of Whitchurch Town Council's Personnel Committee: Cllrs. P. Busby, R. Hall, R. Hewson, A. Jackson, M. Phipps

Dear Councillor,

Dated this third day of February 2022, you are hereby summoned to attend a meeting of Whitchurch Town Council's Civic Committee to be held at **20:00 on the tenth day of February 2022.**

The meeting will be held in the Edward German Room, Whitchurch Civic Centre, SY13 1AX.

If you are unable to attend the meeting, please provide prior notice of your apologies.

Yours sincerely,

Ian Cruise-Taylor

Ian Cruise-Taylor
Locum Clerk to the Council

Note to Public:

Due to Covid-19 precautions, capacity at public meetings may be limited.

Please note that meetings may be audio recorded and you are requested to inform the meeting if you are recording or filming.

Permission to speak at a meeting during public participation will be at the discretion of the Chairman. No person shall speak on more than two items and for no longer than a total of three minutes. Any questions shall not require a response at the meeting nor start a debate. If any representations are considered outside the remit of Whitchurch Town Council, residents shall be referred to the principal authority or other appropriate body.

AGENDA

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to receive declarations of members' interests.
3. **Minutes** - to consider the minutes of the last meeting.
4. **Public Participation** - members of the public are invited to make representations at the discretion of the Chairman.
5. **Exclusion of Press and Public** – to consider, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following business, on the grounds that it could involve the possible disclosure of exempt information as define in paragraphs 1 and 2 of Schedule 12A of that Act.
6. **Recruitment of Accounts Officer** - to receive a verbal report from the Chairman
7. **Recruitment of Proper Officer** - to receive a verbal report from the Chairman and Locum Clerk
8. **Temporary staffing arrangements** – to receive a verbal report from the Chairman and Locum Clerk