

# Meeting of the Personnel Committee

Thursday 20<sup>th</sup> July 2017 commencing at 7.00 pm

at the Library Meeting Room, Town Hall, Creed Street,  
Wolverton, MK12 5LY



**Cllrs Saunders, Fensome, Mukadam and Holroyd are hereby summoned to attend a meeting of Wolverton and Greenleys Town Council Personnel Committee to transact the items of business shown below**

## Agenda

At the start of the meeting members are requested to put their mobile phones on silent whilst the meeting is in progress. Members of the public and press are warned that because of the nature of the business of this committee they may be excluded from discussion and determination of specific items of business in accordance with relevant legislation

- 1. Election of Chair**
- 2. Election of Vice-Chair**
- 3. Apologies for Absence**
- 4. Declarations of Interest** in any matter on the agenda.
- 5. Public Question Time:** Members of the public to ask questions on any matters dealt with by Personnel Committee. *(Questions must be submitted in advance in accordance with the Council's standing orders)*
- 6. Minutes:** to approve the minutes of a meeting held on 26<sup>th</sup> January 2017 *(Papers enclosed)*
- 7. Items to note:**
  - a.** Receive an update on the staffing.
  - b.** As agreed by the council in February, the Clerk will be conducting a review of the workload of Projects in August now that the Community Officer is in place, to consider whether a further Apprentice is required to support the council projects.

Sally McLellan  
Town Clerk  
14<sup>th</sup> July 2017