



Ref: Agenda/Personnel-20/06/2019

14th June 2019

Dear Sir/Madam

All Members of the **Personnel Committee** are hereby summoned to a meeting of the Committee that will take place on **Thursday 20th June 2019**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 10.00 am, for the purpose of considering and recommending the business to be transacted as specified below.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R.D. McGregor'.

R.D. McGregor
Town Clerk

Committee Members: Cllr I Bond (Chairman)
Cllr. C. Thomas (Vice Chair)
Cllr F Foster
Cllr M North
Cllr H Ramsay
Cllr M Russell

AGENDA

1. **APOLOGIES**

2. **DECLARATION OF INTERESTS**

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item
- (b) Pecuniary interests in any agenda item

3. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda. (Members of the public will be allowed **one three-minute slot**).

4. **MINUTES OF MEETINGS**

- a. For members to receive and approve the minutes of the Personnel meeting held on the 21st February 2019.

5. **MATTERS ARISING**

- a. Minutes of the Personnel meeting held on 21st February 2019.

6. **ITEMS FOR CONSIDERATION**

There were no items for consideration.

7. **ITEMS FOR INFORMATION**

There were no items for information.

8. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions. (Members of the public will be allowed **one three-minute slot**).

9. **EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

(Staff Updates)

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.



**MINUTES OF THE PERSONNEL COMMITTEE MEETING
HELD ON THURSDAY 21 FEBRUARY 2019 AT 10.00AM AT BIGGLESWADE TOWN
COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD, BIGGLESWADE**

PRESENT:

Cllr I Bond (Chairman)
Cllr M Russell (Vice Chairman)
Cllr F Foster
Cllr M North
Cllr H Ramsay

Mr R McGregor (Town Clerk)
Mr M Thorn (Deputy Town Clerk)

AGENDA

1. APOLOGIES

None

2. DECLARATION OF INTERESTS

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item – none declared.
- (b) Pecuniary interests in any agenda item – none declared.

3. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda. (Members of the public will be allowed **one three-minute slot**).

There were no members of the public present.

4. MINUTES OF MEETINGS

- a. Members received and approved the minutes of the Personnel meeting held on the 22nd November 2018.

5. MATTERS ARISING

- a. Minutes of the Personnel meeting held on 21st June 2018.
- b. There were no matter arising from the Minutes of the Personnel Committee meeting held on the 22nd November 2018.

6. ITEMS FOR CONSIDERATION

There were no items for consideration.

7. ITEMS FOR INFORMATION

There were no items for information.

8. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions. (Members of the public will be allowed **one three-minute slot**).

There were no members of the public present.

9. EXEMPT ITEMS

The following resolution was **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

(Report – Staff update & training)

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960
Committee **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.