



HAYLE TOWN COUNCIL
PERSONNEL COMMITTEE MEETING
TUESDAY 27 AUGUST 2019

7.30pm

HAYLE COMMUNITY CENTRE, 58 QUEENSWAY, HAYLE, TR27 4NX

Dear Councillor

You are summoned to attend the Personnel Committee Meeting of Hayle Town Council, to be held at Hayle Community Centre, commencing at 7.30pm on Tuesday 27 August 2019. The following agenda will then be discussed

Eleanor Giggal
Town Clerk
16 August 2019

01736 755005
(Office)

AGENDA

PLEASE NOTE THAT IT WILL BE NECESSARY TO EXCLUDE THE PRESS AND THE PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS.

- 1 TO ELECT A CHAIR AND VICE-CHAIR OF THE COMMITTEE FOR 2019/20**
- 2 TO RECEIVE APOLOGIES**
- 3 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**
- 4 TO APPROVE THE MINUTES OF THE PERSONNEL COMMITTEE 13 SEPTEMBER 2018**
- 5 TO NOTE AND RECEIVE AN UPDATE REGARDING THE LONG-TERM ABSENCE OF THE ASSISTANT CLERK**
- 6 TO DETERMINE MEASURES AND CONSIDER ASSOCIATED COSTS FOR COVERING THE ASSISTANT CLERK'S WORK FOR THE IMMEDIATE FUTURE AND TO REVIEW AND NOTE THE ACTIONS TAKEN TO DATE**
- 7 TO CONSIDER THE IMPLEMENTATION OF REGULAR PERSONNEL COMMITTEE MEETINGS, IN VIEW OF THE GROWING NUMBER OF EMPLOYEES**
- 8 TO ESTABLISH A DATE AND PROCESS FOR APPRAISING THE TOWN CLERK**

NB The Personnel Committee comprises Councillors Capper, Cocks, and Marks