



**HAYLE TOWN COUNCIL**  
**PERSONNEL COMMITTEE MEETING**  
**THURSDAY 2 NOVEMBER 2023**

10.30 am

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

Dear Councillor

You are summoned to attend a meeting of the Personnel Committee of Hayle Town Council, to be held in the Assembly Room at Hayle Community Centre, commencing at 10.30am on Thursday 2 November 2023. The following agenda will then be discussed.

*Eleanor Giggall*

Eleanor Giggall  
Town Clerk  
27 October 2023

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 FOR THIS COMMITTEE FOR THE REMAINDER OF THE CURRENT CIVIC YEAR**
- 2 TO RECEIVE APOLOGIES**
- 3 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**
- 4 TO APPROVE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING OF 14 OCTOBER 22 AND 17 APRIL 2023**
- 5 TO RECEIVE AN UPDATE ABOUT & TO DISCUSS ISSUES ARISING FROM THE RECENT STAFF APPRAISALS AND AGREE ACTIONS/RECOMMENDATIONS FOR THE RESOURCE COMMITTEE TO CONSIDER**
- 6 TO REVIEW THE SUCCESS OF THE ROLE OF PROJECTS AND EVENTS OFFICER, CONSIDER WHETHER THE ROLE SHOULD BE MADE PERMANENT AND IF AGREED, DETERMINE RECRUITMENT PROCESS, IF ANY**
- 7 TO CONSIDER THE TOWN CLERK'S REVIEW OF TERMS & CONDITIONS**
- 8 TO CONFIRM DATE OF NEXT MEETING**

**NB The Personnel Committee comprises Councillors:  
Capper, Groves and Ninnis**