



# EVESHAM TOWN COUNCIL



## PERSONNEL COMMITTEE

Notice is hereby given that a meeting of the **PERSONNEL COMMITTEE** will be held at Evesham Town Hall, Evesham, at **6.30 pm**, on **MONDAY 19 OCTOBER 2015** to which you are hereby summoned for the transaction of the business specified below.

### **Admission of the Public and Media**

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

### **Public Participation**

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 443322, email [townclerk@eveshamtowncouncil.gov.uk](mailto:townclerk@eveshamtowncouncil.gov.uk), or in person, prior to the meeting.

## AGENDA

1. **Apologies for Absence**
2. **Declarations of pecuniary or other interest (if any)**
3. **Minutes of the last meeting 8 June 2015, including questions as to the progress of any item - attached**
4. **Staffing Update**  
Town Clerk's report attached
5. **Apprentice**  
Town Clerk's report attached
6. **Finance Officer – Salary Scale**  
Town Clerk's report attached
7. **Almonry Heritage and Tourist Information Centre Manager**  
Verbal update to be given
8. **Matters raised for information only at the discretion of the Chairman**

Stuart Carter  
Town Clerk

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*The following Members are members of this Committee:*

Town Mayor, Deputy Town Mayor, Councillors Barclay, Bulman, Mrs Sale, Mrs Smith, Tucker and Mrs Whiting

The agenda is also circulated electronically to all other Members of the Council for information only.