



WAREHAM

Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

19 May 2022

To: All Members of the Personnel Committee

YOU ARE SUMMONED TO ATTEND an extraordinary meeting of the **Personnel Committee** to be held on **Wednesday 25 May 2022** in the Council Chamber, Town Hall, East Street, Wareham at **11:00 hrs** for the purpose of transacting the business set out in the agenda below.

Please contact the Town Council office on 01929 553006 if you need any further information on this Agenda.

MEMBERS OF Personnel Committee (subject to approval at the Annual Meeting of the Council on 24 May 2022)

Councillor: D Budd
 K Critchley
 Z Gover
 K Green
 L Kirk
 M Russell
 C Turner

Katherine Noble
Acting Town Clerk

25 May 2022

1. Election of Chairman

To elect by resolution the Committee Chairman for the 2022/2023 municipal year.

2. Election of Vice-Chairman

To elect by resolution the Committee Vice-Chairman for the 2022/2023 municipal year.

3. Apologies for absence

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85).

4. Declarations of interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34).

5. Public participation time

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Protocol for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100).

6. Confirmation of minutes of previous meetings held on 10 May 2022

To confirm, as a correct record, the minutes of the previous meeting of the Committee held on 10 May 2022 (LGA1972 sch12).

7. Matters arising from the minutes of the last meeting held on 10 May 2022

To consider any matters arising from the previous minutes of the Committee.

8. Any other items the Chairman deems urgent

For report, information or for the agenda at the next meeting of the Personnel Committee.

9. Date of the next meeting

To note date of next meeting: **5 July 2022 at 10.30am.**

10. Confidential session

At the conclusion of this part of the Agenda, the Chairman will move the following resolution:

That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted.

11. Recruitment of Town Clerk and Responsible Finance Officer

To consider appointment offer and conditions.

12. Resignation of Deputy Town Clerk

To consider recruitment options following resignation being received.

13. Finance Officer

To consider report and make decisions as required.

14. Staff Issues

To consider any staffing issues raised.