



LEOMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

PERSONNEL SUB-COMMITTEE

Friday 6th April 2018

To: All Members of the Personnel Sub-Committee:
Councillors Bartlett, Marsh, Norman, R Pendleton and Thomas (one vacancy).
(Copies to other Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend the inaugural meeting of the **Personnel Sub-Committee** to be held on **Thursday 12th April 2018** commencing at **10:00am** in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

Paul Russell
TOWN CLERK

AGENDA

- 1. APOLOGIES FOR ABSENCE**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.
- 2. DECLARATIONS OF INTEREST**
Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.
- 3. REQUESTS FOR DISPENSATIONS**
To consider requests for dispensations (must be notified in writing).
- 4. COMMITTEE VACANCY**
To consider appointing an additional member from the Finance & General Purposes Committee to sit on the Personnel Sub-Committee. Nominations should be submitted to the Clerk for consideration at the meeting.
- 5. QUESTIONS FROM THE PUBLIC (maximum 15 minutes)**



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6. CONFIDENTIAL ITEMS

Certain items are expected to include the consideration of exempt information and the Finance Committee is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

- (a) **Recruitment of Environmental Operative** – Please see the attached update report.
- (b) **Cleaner/Caretaker Update** – A verbal update report will be provided.
- (c) **Maintenance Operative Update** – A verbal update report will be provided.
- (d) **Town Clerk** – Please see the attached update report.

7. DATE OF NEXT MEETING

The next meeting of the Personnel Sub- Committee which will be held at the Council Offices, 11 Corn Square, Leominster HR6 8YP needs to be agreed.