



TO ALL MEMBERS OF THE PERSONNEL COMMITTEE

Cllr Jan Garfield (Chairman)
Cllr K Williams (Vice Chairman)
Cllr D Savage

Cllr N Barber
Cllr T Green

You are hereby summoned to attend a meeting of the **PERSONNEL COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 20 December 2016** at **3pm** for the transaction of the following business:

A G E N D A

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

3. Requests for Dispensation

Councillors with a pecuniary interest in an item on this agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

4. Confirmation of Minutes

To confirm the minutes of the meeting held on 9 November 2016 as a true record.

(Pages 3-4)

5. Exclusion of Press and Public (Staffing Matters)

In accord with the Public Bodies (Admissions to Meetings) Act 1960 s.1 (2), in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

6. Staffing Matters

To consider staffing matters as delegated by Council.

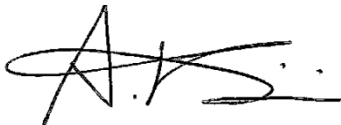
(confidential report)

7. Revised Staffing Budget Estimates 2017-18

To consider recommending revised total staffing budget estimates for 2017/18 to Council. **(confidential report)**

8. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 12 April 2017 at 7.30pm.



Ash Tadjrishi
Town Clerk
15 December 2016

For information (via email): All Town Councillors.
Local Press

