



PERSONNEL MEETING

You are hereby summoned to attend the meeting of Haverhill Town Council Personnel Committee to be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 27th April 2004 commencing at 8.00 p.m. or immediately following the Leisure & Arts Committee, whichever is the later, for the purpose of transacting the following business

CONSTITUTION: Chair: Town Councillor:
Town Councillors:

Cllr Nick Whelan
R Avallone, Maggie Lee,
A Thomas, and R Warwick

AGENDA

1. **Apologies for Absence**

Please give any apologies to the office before the meeting.

2. **Declaration of Interests**

For Members to declare an interest in any matter on the agenda

3. **Minutes of the Last Meeting**

To accept the minutes of the meeting held 27 January 2004.

4. **Matters Arising**

To deal with matters arising from the minutes.

5. **Multi-Media Digital Project Worker Position**

To agree action to fill the impending vacancy.

EXEMPT INFORMATION – EXCLUSION OF PUBLIC TERMS OF FORMAL RESOLUTION

Section 100(A) (4) of the Local Government Act 1972 the public and press be excluded from the following item of business on the grounds that the matters to be discussed will involve the likely disclosure of exempt information as defined in paragraphs 1 and 7 of Part 1 of Schedule 12 (A) of the Act.

6. Transfer of Staff from St Edmundsbury Borough Council

To receive a report on the progress towards transfer of staff from St Edmundsbury Borough Council and agree action as required.

7. Secondment of Staff to the Town Hall Charity (No. 288092)

To receive a report on the issues surrounding the secondment of staff to the Town Hall Charity and agree action as required.

8. Key Worker Insurance

To receive a report on the costs and benefits of key worker insurance and agree whether to recommend to Full Council whether to proceed with this option.

9. Staffing Issues

To receive a verbal report on issues raised by staff, and a verbal update on legal action against Cllr Dane. To make any recommendations to Full Council as necessary.

10. Closure

Signed



**Gordon Mussett
Town Clerk**

15 April 2004