

**PERSONNEL COMMITTEE**

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 10<sup>th</sup> October 2006 commencing at 7.00 p.m. for the purpose of transacting the following business



**TOWN COUNCIL**  
Haverhill Arts Centre,  
High Street, Haverhill  
Suffolk CB9 8AR

Telephone: 01440 712858  
Fax: 01440 718931

**CONSTITUTION:** Chair: Town Councillor: **A Thomas**  
Town Councillors: **L Ager, T Marks, K Richardson and L Samples**

**AGENDA**

**1. Apologies for Absence**

Please give apologies for absence to the Office by 9.00 a.m. of day of meeting.

**2. Declaration of Interests**

For Members to declare any interests in items on the agenda

**3. Minutes of Previous Meetings**

To agree the minutes of the Meeting held 18<sup>th</sup> July 2006

**4. Issues Raised by Staff**

To respond to any issues raised by staff

***Section 100(A) (4) of the Local Government Act 1972 the public and press be excluded from the next item 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.***

**5. Town Council Staffing Issues**

To formally agree the early retirement of a member of staff (see attached)

**6. Closure**

**Gordon Mussett**  
Town Clerk

**3 October 2006**