

PERSONNEL COMMITTEE

You are hereby summoned to attend the meeting of Haverhill Town Council Personnel Committee to be held in The Studio, Haverhill Arts Centre, High Street, Haverhill, on Tuesday 15th July 2008 commencing at 7.30 p.m., or immediately following Community First Committee, whichever is the later, for the purpose of transacting the following business




CONSTITUTION: Town Councillors: M Byrne, P French, K Richardson, A Sisson and A Thomas

AGENDA

1. **Election of Chair of Committee**
To elect a Chair of Committee.
2. **Election of Vice-Chair of Committee**
To elect a Vice-Chair of Committee.
3. **Apologies for Absence**
Please give apologies for absence to the Office by 9.00 a.m. of day of meeting.
4. **Declaration of Interests**
For Members to declare any interests in items on the agenda.
5. **Minutes of Previous Meetings**
To agree the minutes of the Meeting held 15th April 2008.
6. **Matters Arising**
To note actions taken as a result of, and any matters arising from the minutes of the meeting held 15th April 2008.

In accord with the Provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the remainder of the meeting because of the confidential nature of the business to be transacted

7. **To Confirm the Actions Taken In respect of Retirement On The Grounds of Ill-Health**
8. **To Note the Action Taken Regarding Appointment of an Events Officer**
9. **Closure**


Gordon Mussett
Town Clerk

8th July 2008