

PERSONNEL COMMITTEE MEETING



HAVERHILL
TOWN COUNCIL

The next meeting of the Personnel Committee of Haverhill Town Council will be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 29th May 2012 commencing at 7.25pm or immediately following closure of the Leisure & Community Committee meeting, whichever is the later, for the purpose of transacting the following business:

Chair: Town Councillor: M Byrne
Town Councillors: R André, P French, A Samuels and C Turner

AGENDA

1. **Election of Committee Chair**
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 notify the office by 5.00 p.m. on the day of the meeting if you are unable to attend.
4. **Declarations of Interest**
For Members to declare an interest in items on the agenda.
5. **Minutes of the Last Meetings**
To approve the minutes of the meeting held 14th February 2012.
6. **Matters Arising**
To note actions taken as a result of, and any matters arising from the minutes of the meeting held 14th February 2012.

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. **Appointment of Town Clerk**
To consider confirmation of the appointment of Will Austin as Town Clerk (report to follow).
8. **Closure**

Signed



TOWN CLERK

22nd May 2012

Copies of this and other Council agendas, and minutes, and supporting reports, are available to download from the Council's website (www.haverhill-tc.gov.uk) or on request from Haverhill Arts Centre