

Galleywood Parish Council



The Keene Hall, Watchhouse Road, Galleywood, Chelmsford CM2 8PT

You are hereby summoned to attend a **meeting of the Personnel Committee** on **8 October 2024** at 10.00am in Ron White Room, The Keene Hall, Watchhouse Road, Galleywood CM2 8PT for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Wilde

Mrs Kelly Wilde
Clerk to Galleywood Parish Council
26 September 2024

Councillors: A McQuiggan, N Paul, J Potter, S Troop

PERSONNEL AGENDA **This meeting will be recorded.**

- 24-116 Apologies for Absence**
To receive and approve apologies and reasons for absence.
- 24-117 Confirmation of Minutes** (herewith)
To agree and sign the minutes of the meetings held on 20 June 2024.
- 24-118 Declaring of Interests and Dispensations**
Members must not participate in any discussion on the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest.
- 24-119 Public Participation Session with respect to items on the agenda**
To allow up to 15 minutes for members of the public to make representations.
- 24-120 Terms of Reference** (herewith)
To note the ToFR has been amended in line with the Training Policy FC24-807c.(3.3 and 3.8)
- 24-121 Exclusion of the Press and Public**
To resolve to exclude the Press and Public from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information.
- 24-122 Personnel Matters** (to follow)
To discuss report and resolve.

The next Personnel Committee Meeting is on:
Thursday 14 January 2025 at 10am