



Eastwood Town Council  
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25th June 2024

To: To the Chairman & Members of Eastwood Town Council Personnel Committee

Councillors Mrs. K. Boam, R. Bullock, Ms. J. Foxhall, K. Oliver & K. Woodhead  
Substitute panel:- Cllrs Mrs. L. Grand-Scrutton, N. Levett & Mrs. A. Ryan

Dear Chairman & Members of the Personnel Committee

You are hereby summoned to attend a **Personnel Committee Meeting** of Eastwood Town Council to be held in The Council Chamber at 120 Nottingham Rd, Eastwood, Notts, NG16 3NP on **Monday 1<sup>st</sup> July 2024** which will commence at **7.00 p.m.**

Please submit apologies to the Town Council Offices.

Yours sincerely

*Sheena Trower*

Sheena Trower CiLCA  
Town Clerk

#### **Agenda**

#### **Eastwood Town Council Personnel Committee Meeting Monday 1<sup>st</sup> July 2024 @ 7.00 p.m.**

Members are asked to sign the attendance book for the Meeting and complete the Declarations of Interest book (if appropriate).

- 1. Appointment of Chairman to the Committee 2024 – 2025**
- 2. Appointment of Vice-Chairman to the Committee 2024 - 2025**
- 3. To Receive Apologies for Absence**
- 4. Variation of Order of Business**
- 5. Declarations of Members Interests**
  - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
  - (b) Where a Member indicates that they have a Disclosable Pecuniary Interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking (if relevant).
  - (c) Members will be asked to confirm that the record is correct for Declarations of Interests for matters other than Disclosable Pecuniary Interests.
- 6. To receive Minutes of the Personnel Committee Meeting held 22<sup>nd</sup> April 2024**
- 7. Exclusion of the Press and Public**

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.
- 8. Staff Matters as attached report**
- 9. Date of next meeting**