



NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE OF MARKET WEIGHTON TOWN COUNCIL

To all Members of the Personnel Committee.
A meeting of the Committee will be held in the Town Hall, 37 High Street
on **Wednesday 21st February 2024 at 6.30pm**
for the purpose of transacting the business on the agenda.

AGENDA

- 1. Apologies for absence**
- 2. Declarations**
 - a) To record declarations by any member of the committee in respect of the agenda items listed below. Members declaring an interest should identify the agenda item and type of interest being declared.
 - b) To note dispensations given to any member of the committee in respect of the agenda items below.
- 3. To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to the employment of staff shall be disclosed (Public Bodies (Admission of Meetings) Act 1960)**
- 4. To agree the minutes of the meeting held on 14th December 2023**
- 5. To discuss the recent recommendations to Full Council**
- 6. To consider and agree a job description and advertisement for a part-time Clerical Officer**
- 7. Recommendations to Full Council**
- 8. To consider any relevant Committee issues**
- 9. Date of the next Personnel Committee Meeting to be confirmed**

Kevin Keller
Acting Town Clerk
16th February 2024

Councillors

Baxter, Hemmerman, Smith, A Van der Kroon, E Van der Kroon