

# Godmanchester Town Council

Town Clerk  
Vicky Pryce



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21<sup>st</sup> July 2020

To: The Town Mayor and Members of Godmanchester Town Council Personnel Committee.

You are hereby summoned to attend a Meeting of Godmanchester Town Council Personnel Committee online on Tuesday 28<sup>th</sup> July at 7.30pm for the purpose of transacting the following business. Members of the public and press are cordially invited to attend.

Link to meeting: <https://us02web.zoom.us/j/86878517410?pwd=QTZBdVlEWVJzSFIEZzVqQUN5cDZjZz09>

Vicky Pryce  
**TOWN CLERK**

If any member of the public or press intend to record all or part of the meeting, would they please advise the Town Clerk at the start of the meeting.

## **AGENDA**

To conclude by:

20/33 2 mins	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE	7.32
20/34 2 mins	DECLARATIONS OF INTEREST: To receive declarations of personal and/or prejudicial interest and the nature of those interests relating to any Agenda item.	7.34
20/35 2 mins	MINUTES: To approve as a correct record the minutes of the Personnel Committee meeting held on 6 <sup>th</sup> May 2020.	7.36
20/36 9 mins	PUBLIC PARTICIPATION SESSION: To hear from any member of the public in respect of an item on the agenda and other matters that are of mutual interest.	7.45
	<b>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.</b>	
20/37 5 mins	ELECTION OF CHAIR To nominate and vote on the position of Chair.	7.50
20/38 5 mins	PERSONNEL COMMITTEE TERMS OF REFERENCE To consider recommendations.	7.55
20/39 10 mins	OFFICE WORKING ARRANGEMENTS To consider recommendations.	8.05
20/40 20 mins	TOWN COUNCIL STAFF MATTERS To review personnel related policies.	8.25
20/41 25 mins	STAFF HANDBOOK AND TOWN COUNCIL POLICIES To consider recommendations.	8.50
	<b>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS</b>	

**Certified as a true copy of the agenda for the meeting held on Tuesday 28<sup>th</sup> July**

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	<b>AND PUBLIC. To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.</b>	
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