

Cyngor Tref
Rhuddlan
Town Council

Personnel Committee

(Cllrs Val Simmons, Jackie Burnham and Mike Kermode)

21st October 2024

Dear Personnel Committee (and other Town Councillors for information).

There will be a meeting of the **Personnel Committee on Tuesday 29th October at 6-30pm at Hwb Rhuddlan, Clos David Owen, Rhuddlan, LL182UJ.**

As is usual practice, non-committee members may attend as observers and it will help if observer members inform the Town Clerk in advance. Arrangements for a zoom link will be organised if this is required.

Members of the public are also able to attend. Those wishing to attend by zoom may do so by informing the Town Clerk by the 28th October so that necessary arrangements can be made.

Agenda

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Minutes** – To consider the minutes of the meetings held on 21st August and 10th September (copies to follow).
- 4. Part 2 Business** - It is recommended that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the press and the public be excluded from the remainder of the meeting because of discussions of items where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
- 5. Staffing Matters – Assistant Town Clerk's Vacancy**
Consider the next steps to fill the vacancy, following the decision of the candidate who was originally offered the vacancy, to withdraw from the post.

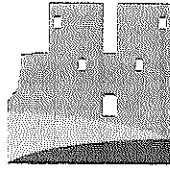
Yours faithfully,

Cllr. Mike Kermode

Secretary and Adviser to the Personnel Committee

For further information contact - Stephen Wilson – Town Clerk 07775 673706

clerk@rhuddlantowncouncil.gov.uk



Cyngor Tref
Rhuddlan
Town Council

Pwyllgor Personél

(y Cyngorwyr Val Simmons, Jackie Burnham a Mike Kermode)

21 Hydref 2024

Annwyl Bwyllgor Personél (a Chyngorwyr Tref eraill er gwybodaeth).

Cynhelir cyfarfod o'r **Pwyllgor Personél nos Fawrth, 29 Hydref, am 6-30pm yn yr Hwb Rhuddlan, Clos David Owen, Rhuddlan, LL182UJ.**

Yn unol â'r arfer, gall aelodau nad ydynt yn aelodau o'r pwyllgor fynychu fel sylwedyddion a byddai o gymorth petaech yn rhoi gwybod ymlaen llaw i Glerc y Dref os ydych yn bwriadu bod yn bresennol. Gellir gwneud trefniadau i anfon cyswllt Zoom os oes angen.

Dylai aelodau'r cyhoedd sy'n dymuno dod i'r cyfarfod roi gwybod i Glerc y Dref erbyn 28 Hydref er mwyn gwneud y trefniadau angenrheidiol.

Agenda

- 1. Ymddiheuriadau**
- 2. Datgan Buddiant**
- 3. Cofnodion** – Ystyried cofnodion y cyfarfodydd a gynhaliwyd ar 21 Awst a 10 Medi (copïau i ddilyn).
- 4. Busnes Rhan 2** - Yn unol â'r Ddeddf Cyrff Cyhoeddus (Derbyn i Gyfarfodydd) 1960, argymhellir bod y wasg a'r cyhoedd yn cael eu cau allan o'r cyfarfod oherwydd y trafodir materion y byddai rhoi cyhoeddusrwydd iddynt yn niweidiol i fudd y cyhoedd oherwydd natur gyfrinachol y busnes i'w drafod.
- 5. Materion Staffio – Swydd wag Clerc y Dref Cynorthwyol**
Ystyried y camau nesaf i lenwi'r swydd, yn dilyn penderfyniad yr ymgeisydd y cynigwyd y swydd iddo'n wreiddiol i dynnu'n ôl.

Yr eiddoch yn gywir,

Y Cyngorydd Mike Kermode

Ysgrifennydd ac Ymgynghorydd y Pwyllgor Personél

I gael rhagor o wybodaeth, cysylltwch â Stephen Wilson – Clerc y Dref 07775 673706

clerk@rhuddlantowncouncil.gov.uk