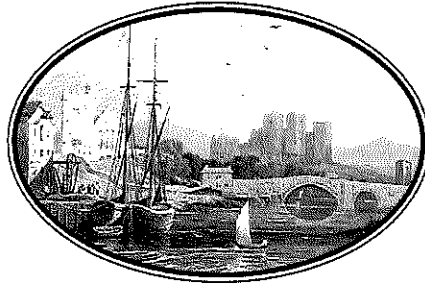


Cyngor Tref **RHUDDLAN** *Town Council*



8th August 2016

To All members of the Personnel Committee and the Town Clerk

A meeting of the Personnel Committee will take place at 7-00pm on Wednesday 10th August 2016 in the Community Centre, Parliament Street, Rhuddlan.

AGENDA

76. Election of Chairperson for the Meeting

77. Apologies

78. Declarations of Interest

79. Part 2 Business - It is recommended in accordance with Section 100A (4) of the local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business because it is likely that exempt information as defined in paragraph 1 of Part 4 of Schedule 12A of the Act would be disclosed

80. Recruitment of Town Clerk – The relevant documents covering drafts of an advertisement, job description, person specification and selection timetable will be circulated (in confidence) by e-mail or tabled at the meeting.

81. Urgent Matters – To consider any relevant urgent matters; agreed by the meeting's Chairperson

Yours faithfully,

Cllr. Mike Kermode

Clerk and Lead Adviser to the Personnel Committee