



RHUDDLAN TOWN COUNCIL CYNGOR TREF RHUDDLAN

7th March 2019

To all members of the Personnel Committee (and for all other Councillors for information).

A meeting of the **Personnel Committee** will take place at 4pm on Wednesday 13th March in Rhuddlan Library.

AGENDA

31. Apologies

32. Declarations of Interest

33. Urgent Matters as Agreed by the Chairperson – Notice of items which, in the opinion of the Chairperson, should be considered at the meeting as a matter of urgency in accordance with Standing Orders.

34. Minutes – The minutes of the meeting held on 11th February 2019 have previously been approved by the Town Council (copy attached).

35. Matters Arising – from the minutes.

36. 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.

37. Staffing Matters – Post of Clerical Assistant/Minute Clerk:

7.1 Shortlisting – To shortlist candidates for interview (application forms to follow).

7.2 Contract of Employment – To consider contract of employment (copy attached).

7.3 Computer Resources – To consider computer resources (copy attached).

Yours faithfully,

Clbr. Mike Kermode

Committee Clerk and Personnel Adviser