



Personnel Committee

(Cllrs Val Simmons, Jackie Burnham and Mike Kermode)

14th August 2024

Dear Councillor

Your attendance is requested at a special meeting of the **Personnel Committee on Wednesday 21st August 2024 at 7pm at Hwb Rhuddlan, Clos David Owen, Rhuddlan, LL182UJ.**

All council members are welcome to attend as observers. Any member (not part of the Personnel Committee) wanting to attend, please inform the Town Clerk who will make necessary arrangement with a link to Zoom if this is required.

Members of the public wishing to attend may do so by informing the Town Clerk by the 19th August so that necessary arrangements can be made.

Agenda

- 1. Apologies**
- 2. Declarations of Interest**
- 3. 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
- 4. Staffing Matters – Assistant Town Clerk’s Vacancy**
To consider the applications received so far and to select candidate(s) for interview at a meeting on the evening of Tuesday 10th September. To agree arrangements for considering any applications received between this meeting and the closing date of Friday 23rd August.

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