

22nd July 2011

Dear Councillor,

Personnel Committee – Thursday 28th July 2011

You are requested to attend a meeting of the Personnel Committee, to be held at Congleton Town Hall on Thursday 28th July 2011 at 7.15 pm

PLEASE NOTE THAT A MEETING OF THE PLANNING COMMITTEE WILL TAKE PLACE ON THE SAME EVENING COMMENCING AT 6.30PM

Yours sincerely,



TOWN CLERK

AGENDA

1. Apologies for absence. (Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence).
2. Minutes

To confirm the minutes of the meetings held on the 21st April 2011
(Copy attached)
3. Declarations of Interest

Members are requested to declare both “personal” and “personal and prejudicial” interests as early in the meeting as they become aware of it.
4. Outstanding Actions

None
5. Resolution to exclude the Public and Press

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters Set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

6. Staff Xmas Bonus Proposal

To consider a report and proposal for a staff Xmas bonus

7. Management Consultant

To consider extending the Management Consultant's contract to assist in the discussions and fact finding with CEBC on devolved services

8. Facilities Management

To receive and consider a report on Facilities Management

9. HR Support

To receive and consider a proposal to adopt HR Support for the Town Council

To Members of the Personnel Committee
 Mayor, Deputy Mayor & Leader of Council
ccs. Other members of the Council for information
 Honorary Burgesses (5) (for information)
 Press (3)