



Congleton Town Council

Historic market town

Chief Officer: David McGifford

21st May 2021

Dear Councillor,

Personnel Committee Meeting – Thursday 27th May 2021

You are summoned to attend a meeting of the Personnel Committee to be held on **Thursday 27th May 2021** commencing at **7.00pm.**

Please note that this meeting will be held at the Town Hall

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to the meeting.
- There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press in accordance with Section 100 (B) (2) of the Local Government Act 1972.

David McGifford

Chief Officer

Congleton
beartown
where friends are made



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 (Enclosed)

To approve the minutes of the meeting held on 11th February 2021.

3. Declarations of interest

Members are requested to declare both "non pecuniary" and "pecuniary" interests as early in the meeting as they become aware of it.

4. Outstanding Actions

To review any outstanding actions from previous meetings.

5. Questions from Members of the Public

There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally at the meeting including those which have been received in writing 7 days prior to the meeting.

6. Urgent Items

Members may raise urgent items related to this committee but no discussion or decisions may be taken at the meeting.

7. Resolution to Exclude the Public and Press from Item 8

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 due to private staffing matters.

8. Recruitment of Responsible Financial Officer (RFO) (to follow)

To receive an update on the recruitment of the RFO role and to agree the next steps.

Cllrs: David Brown (Chair), James Smith (Vice Chair)

Dawn Allen, Martin Amies, Russell Chadwick, Robert Douglas, Robert Hemsley,
Amanda Martin, Sally Ann Holland, Kay Wesley
Ex-Officio: Cllr Denis Murphy (Town Mayor) Cllr Margaret Gartside (Deputy Mayor)

Ccs: Other members of the Council and Honorary Burgesses (3) for Information; Press (3)
Congleton Library, Congleton Tourist Information Centre.