



CRANLEIGH PARISH COUNCIL

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Village Way
Cranleigh
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GU6 8AF

01 February 2019

NOTICE OF A MEETING OF THE PERSONNEL COMMITTEE

Members of the Personnel Committee are respectfully summoned to a Meeting to be held on **Thursday 07 February 2019 at 6.00p.m.** in the Council Chamber, Village Way, Cranleigh.

Beverley Bell FSLCC
PARISH CLERK

To:- The Personnel Committee

Cllr R Burbridge
Cllr R Cole
Cllr B Freeston
Cllr A Richardson
Cllr R Tyler

AGENDA

1. **APOLOGIES FOR ABSENCE**
Recommendation: To accept apologies and reasons for absence.
2. **DECLARATION OF INTERESTS**
Recommendation: To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.
3. **PERSONNEL COMMITTEE MINUTES**
Recommendation: The Committee to approve and the Chairman to sign as a correct record, the Minutes of the Personnel Committee Meeting held on 29 November 2018.
4. **CHAIRMAN'S REPORT**
Recommendation: To note the report.
5. **PUBLIC SESSION**
Recommendation: To note any comments by members of the public.

6. STAFF MATTERS
Recommendation:-
 - **To exclude members of the press and public – reason staff in confidence.**
 - **To receive a report by the Clerk and to make a recommendation to the Council on Staff Structure.**

7. DATE OF NEXT MEETING
Thursday 28 February 2019

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleighpc.org.

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.