



# Garstang Town Council

Town Clerk: Mrs E Parry

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Garstang Scout and  
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Kepple Lane

Garstang

PR3 1PB

## **Personnel Committee Meeting, 11<sup>th</sup> May 2022 Agenda**

### **Public Copy**

#### **Personnel Committee Members and members of the press & public**

I hereby give you notice that a meeting of the Personnel Committee will be held at Garstang library, Windsor Road, Garstang on Wednesday, 11 May 2022 at 7.00pm.

#### **Members of the public and press are invited to attend the meeting**

Please contact the Clerk by 13.00, Wednesday, 11 May, to express your interest in attending the meeting, so that arrangements may be made for you to attend.

#### **Recording of Public Council Meetings**

Please be aware that the public meeting may be recorded for the accuracy of the minutes.

As per standing orders 12g; for any meeting that has been recorded the recording will be kept for a period of 6 months after the minutes have been approved as accurate before the recording is deleted.

*E Parry*  
Town Clerk  
5<sup>th</sup> May 2022

# Agenda

- 1) **Apologies for Absence**  
To receive apologies for absence.
- 2) **Declaration of Interests and Dispensations**  
To receive disclosures of pecuniary and non-pecuniary interests and dispensation requests from Councillors on matters to be considered at the meeting.
- 3) **Minutes of the last meeting – for decision**  
Councillors are asked to approve, as a correct record, the minutes of the meeting held on 26 January 2022 (circulated on Teams).
- 4) **Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public**  
To resolve that in accordance of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, the press and public be excluded from the meeting.
- 5) **Chairman’s report, Councillor Mitchell – for information**
- 6) **Clerk’s Contract of Employment Changes, Councillor Mitchell – for decision**
- 7) **Staffing arrangements, Councillor Mitchell – for information**
- 8) **Library – rental of office space, Councillor Mitchell – for decision and recommendation to Full Council**
- 9) **Public Bodies (Admission to Meetings) Act 1960 - Re-admission of the Press and Public**  
To resolve that the confidential business having been concluded, the press and public be re-admitted to the meeting.
- 10) **Date of next meeting**  
Meeting dates for the Civic year 2022-23 to be determined at the Annual Town Council.