

LYDD TOWN COUNCIL

PERSONNEL COMMITTEE
To be held on Monday 20th September 2021 at 6.30pm
In the Guild Hall Chamber

As with any meeting the only item(s) of business will be stated on the summons
The attendance of the following Councillors is requested at the above meeting:
Councillors Darren Chapman, Mrs Ann Duncan, Clive Goddard, Paul Rye, Martin Sweeney.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011.

3. MINUTES (enclosed)

The minutes of the meeting held on Monday 15th March 2021 to be approved and signed
The minutes of the last meeting on Monday 28th June 2021 to be approved and signed

4. PRESS AND PUBLIC EXCLUDED

To consider to resolve that this meeting be held without press or public present as the content of discussions will involve sensitive and confidential matters and is therefore exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the local Government Act 1972, to be treated as confidential by Members

5. CONFIDENTIALITY

Chairman to advise on the subject of confidentiality

6. RETURN TO GUILDHALL AND HYBRID WORKING AND MEETINGS IN THE GUILD HALL

Town Clerk to report

7. CHRISTMAS 2021 CLOSURE AND AUGUST HOLIDAY PERIOD

Town Clerk to report on Christmas closure and hours of holiday to be taken for staff members.
Councillors to consider August holiday period.

8. FREEDOM OF INFORMATION REQUESTS

To receive and note the register of Freedom of Information requests for this period.

9. POLICIES AND PROCEDURES

To consider any new and/or review existing procedures

10. CONFIDENTIAL REPORTS

Mayor, Committee Chairman and Town Clerk to report.

11. STAFFING MATTERS

Town Clerk to report on any matters affecting members of staff

Angela Alexander BA (Hons)
Town Clerk
15th September 2021