

**PERSONNEL COMMITTEE**

**To be held on Monday 22<sup>nd</sup> July 2024 at 6.30pm In the Guild Hall Chamber**

The attendance of the following Councillors is requested at the above meeting:  
Councillors Darren Chapman, Clive Goddard, Robert Jones, 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 (enclosure)**

The minutes of the meeting held on Wednesday 24<sup>th</sup> April 2024 to be agreed as a true record of the meeting and signed by the Chairman

**4. CONFIDENTIALITY**

Chairman to advise on the subject of confidentiality

**5. 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

**6. TOWN SERGEANT**

Town Clerk to report on handover to new Town Sergeant and arrangements to put in place

**7. APPOINTMENT TO COMMITTEES AND OUTSIDE BODIES (enclosure)**

- a) Following the two recent vacancies for Councillors to note that Cllr. Tom Dawes has completed his skill set form for consideration.
- b) Councillors to consider the expressions of interest for Committee vacancies.

**8. ONLINE BANKING**

Town Clerk to report on steps to implement online banking

**9. DRAFT AGREEMENT FOR TENNIS COACHING**

To consider the agreement for appointment of tennis coaching

**10. STAFFING MATTERS**

Chairman to report on Staff member review and to consider any recommendations.

**11. CODE OF CONDUCT COMPLAINTS**

- a) To note the outcome of a Code of Conduct complaints as advised by the Monitoring Officer and to consider any recommendations
- b) To note the complaints received against Councillor/s
- c) Town Mayor to report on communications with KALC and agree on action

**12. FREEDOM OF INFORMATION REQUESTS**

- a) The Chairman to report on FOIs and the advice of the Data Protection Officer.
- b) To review the current position on vexatious behaviour.

Angela Alexander BA (Hons)  
Town Clerk  
17<sup>th</sup> April 2024

