

COTGRAVE TOWN COUNCIL
COTGRAVE LEISURE CENTRE, WOODVIEW,
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Mrs J Stephenson – Town Clerk

7th December 2018

Dear Sir/Madam,

There will be a **Personnel Committee** meeting which will be held in Studio 4 of Cotgrave Leisure Centre on Monday 17th December 2018 at 2.30 pm to transact the business specified below.

Members of the press and public are welcome to observe the proceedings. Time is allowed for brief public participation. (Please forward details of any issues to the Town Clerk prior to the meeting).

Should any confidential matters be discussed at the meeting, the press and public will then be excluded from the meeting, as defined in Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960.

Yours faithfully

Mrs J Stephenson
Town Clerk

AGENDA

1. To receive apologies for absence.
2. Declarations of Interest
3. Public Open Session

The press and public will be excluded from the meeting during consideration of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960.

4. Staffing Matters

Play Park Coverage
Appraisals/Salaries

Note

The Personnel Committee members are: Councillors R Butler, D Eldridge, L Healy, S Gardner, J Mileham and I Shaw