

**\*NOTE:** In the case of non-members, this agenda is for information only

## **DEREHAM TOWN COUNCIL**

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24<sup>th</sup> November 2022

### **To All Members of the Personnel Committee**

Councillors: C Bunting, K Cogman, S Green, H Jones-Seymour, H King and L Monument

Dear Councillor

You are hereby summoned to attend a meeting of the Personnel Committee to be held the Memorial Hall at 7.00pm on Tuesday 29<sup>th</sup> November 2022 to consider the items on the Agenda below.

Yours faithfully

*H Jones-Seymour*

**H Jones-seymour**  
**Chairman Personnel**

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Council.

### **AGENDA**

1. To receive apologies for absence.
2. **Declaration of Interest.**  
In accordance with the Localism Act 2011, Members are asked at this stage to declare any Disclosable Pecuniary Interests or Other Registerable Interests; as defined by the Code of Conduct adopted by the Council. Councillors shall declare such interest as soon as it becomes apparent, disclosing the nature and extent of those interests. Failure to disclose any Disclosable Pecuniary interests or to knowingly give false or misleading information is a criminal offence under section 34 of the Localism Act 2011.
3. **Exclusion of press and public**  
To pass a resolution to exclude the Press and Public from the meeting on the grounds that the Business to be transacted is confidential and publicity would be prejudicial to the public interest.
4. To review staff hand book.
5. Update on staffing matters.