



THETFORD TOWN COUNCIL

TOWN CLERK: Maurice Howard

Tel: 01842 754247

28th May 2014

Council Offices
King's House
Thetford
Norfolk
IP24 2AP

PERSONNEL COMMITTEE

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on **Tuesday 3rd June 2014 at 5.00 p.m.**

Town Clerk

AGENDA

- 142/14 **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**
To receive any additional interest not already registered.
- 143/14 **APOLOGIES FOR ABSENCE**
To receive.
- 144/14 **MINUTES**
To confirm the minutes of the Committee's meeting held on 8th May 2014 received by the Council on the 27th May 2014, to be confirmed as a true record and signed/initialled by the Chairman.
- 145/14 **REVIEW OF FOLLOW UP ACTIONS**
To confirm follow up action taken since last meeting.
- 146/14 **HEALTH & SAFETY**
To discuss any updates.

- 147/14 COMPLIMENTS, COMMENTS AND COMPLAINTS
To receive any updates.
- 148/14 TRAINING REQUESTS
To receive any requests for training.
- 149/14 JOB DESCRIPTIONS FOR SENIOR MANAGEMENT TEAM
Town Clerk to present.
- 150/14 TOWN COUNCIL POLICY ON CHILD PROTECTION/CRIMINAL
RECORD CHECKS
Town Clerk/Councillor Miss C Fulford to present.
- 151/14 EXCLUSION OF PRESS AND PUBLIC
To give consideration to resolving that, pursuant to the Public Bodies
(Admission to Meetings) Act 1960, the press and public be excluded
for the remaining items of business on the grounds that publicity would
be prejudicial to the public interest by reason of the confidential nature
of the business to be discussed.
- 152/14 ITEMS OF URGENT BUSINESS
At the discretion of the Town Clerk to table urgent business.
- 153/14 PRESS RELEASES
To consider any press release arising from this meeting's agenda