



THETFORD TOWN COUNCIL

TOWN CLERK: Tina Cunnell BSc (Hons)

Tel: 01842 754247

Council Offices
King's House
Thetford
Norfolk
IP24 2AP

29th January 2018

PERSONNEL COMMITTEE

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on **Tuesday 6th February 2018 at 4.00 p.m.**

Town Clerk

AGENDA

- 716/17 **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**
To receive any additional interest not already registered.
- 717/17 **APOLOGIES FOR ABSENCE**
To receive apologies.
- 718/17 **MINUTES**
To confirm the minutes of the Committee's meeting held on 7th November 2017, received by Council on 28th November 2017. To be confirmed as a true record and signed/initialled by the Committee Chairman.
- 719/17 **COMMITTEE OBJECTIVES**
To discuss progress on objectives, and to consider objectives for next Mayoral year.
- 720/17 **DATA PROTECTION**
To discuss and agree possible changes proposed by committees.
- 721/17 **TRAINING & STAFF UPDATE**
Town Clerk to update.

- 722/17 LCAS QUALITY COUNCIL
To receive.
- 723/17 BUDGET
- To review budget for financial year 2017/18 (see attached financial report)
 - To identify any transfers to reserves and the reason for the transfer.
- 724/17 ITEMS OF URGENT BUSINESS
At the discretion of the Town Clerk to table urgent business for discussion or information only. Any item is to be of an urgent operational matter.
- 725/17 COMMUNITY ENGAGEMENT
To consider any press release or consultation arising from this meeting's agenda.
- 726/17 EXCLUSION OF PRESS AND PUBLIC
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any 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.
- 727/17 STAFF MATTERS
Update on staffing topics that are private and confidential in nature