



**LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
THETFORD TOWN COUNCIL PERSONNEL COMMITTEE**

YOU ARE HEREBY SUMMONED TO ATTEND THE PERSONNEL COMMITTEE MEETING OF THETFORD TOWN COUNCIL WHICH WILL BE HELD IN THE COUNCIL CHAMBER, KINGS HOUSE, THETFORD ON TUESDAY 5th OCTOBER 2021, STARTING AT 1.00 PM

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. A RECORDING OF THE MEETING CAN ALSO BE VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS AFTER THE MEETING HAS BEEN HELD

Tina Cunnell BSc (Hons)
Town Clerk

30th September 2021

AGENDA

392/21	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
393/21	<u>APOLOGIES FOR ABSENCE</u> To receive.
394/21	<u>MINUTES</u> To confirm the minutes of the Committee meeting held on 22nd September 2021, which were received by Council on 28 th September 2021, as a true record and be signed/initialled by the Committee Chairman. Decision Required: To agree the accuracy of the minutes. Lead: Town Clerk.
395/21	<u>COMMITTEE TERMS OF REFERENCE</u> To review and update the Committee's Terms of Reference including setting the quorum for the Committee. Decision: To approve the Committees Terms of Reference and to recommend their adoption to Full Council. Lead: Chairman.
396/21	<u>FINANCIAL UPDATE</u>

	<p>To receive the Personnel Financial Report for the six months ended 30th September 2021.</p> <p>Decision Required: To note the financial report. Lead: Deputy Town Clerk.</p>
397/21	<p><u>PRIORITIES</u></p> <p>To identify and agree the Committee's priorities for the 2022/23 year.</p> <p>Decision Required: To adopt and approve the priorities for 2022/23. Lead: Chairman.</p>
398/21	<p><u>FIRST DRAFT BUDGET FOR THE YEAR ENDING 31 MARCH 2023</u></p> <p>To review and discuss the first draft budget for the year ending 31 March 2023 and to identify any projects that the Committee may wish to undertake in the 2022/23 year.</p> <p>Decision Required: To identify and approve changes to the first draft budget for the year ending 31 March 2023. Lead: Deputy Town Clerk.</p>
399/21	<p><u>COMMITTEE OFFICERS REPORT</u></p> <p>To receive any updates from the Committee Officer.</p> <p>Decision Required: None. Lead: Town Clerk.</p>
400/21	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p>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.</p>
401/21	<p><u>STAFF UPDATE</u></p> <p>To receive any updates from the Town Clerk that are of a confidential nature.</p> <p>Decision Required: To note. Lead: Town Clerk.</p>