



LOCAL GOVERNMENT ACT 1972

NOTICE OF A MEETING OF

THETFORD TOWN COUNCIL PERSONNEL COMMITTEE

YOU ARE HEREBY SUMMONED TO ATTEND THE PERSONNEL COMMITTEE MEETING WHICH WILL BE HELD IN THE COUNCIL CHAMBER, KINGS HOUSE, ON TUESDAY 11th OCTOBER 2022, STARTING AT 2.00 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
6th October 2022

AGENDA

342/22	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
343/22	<u>APOLOGIES FOR ABSENCE</u> To receive.
344/22	<u>MINUTES</u> To confirm the minutes of the Personnel Committee meeting held on 12th July 2022, which were received by Council on 26th July 2022, as a true record and be signed/initialled by the Committee Chairman. Decision required: To agree the accuracy of the minutes. Lead: Chair.

345/22	<p><u>FINANCIAL REPORT UPDATE</u></p> <p>To receive and discuss the Personnel Financial report. Decision required: To note the Financial Report. Lead: Committee Officer.</p>
346/22	<p><u>COMMITTEE OFFICER'S REPORT</u></p> <p>To receive and discuss a report from the Committee Officer. Decision required: To note the report. Lead: Committee Officer.</p>
347/22	<p><u>ENVIRONMENT STRATEGY CONTRIBUTION</u></p> <p>To discuss and agree actions and projects to support the Environment Strategy delivering a greener council. Decisions required: To agree actions and projects to support Environment Strategy. Lead: Chair.</p>
348/22	<p><u>COMMITTEE PRIORITIES FOR FINANCIAL YEAR 23/24</u></p> <p>To discuss and agree committee priorities and identify the appropriate funding. Decision required: To agree the committee priorities for 23/24 and to identify the appropriate funding. Lead: Chair.</p>
349/22	<p><u>BUDGET PROJECTION TO 31 MARCH 2023</u></p> <p>To review and discuss the budget projection to 31 March 2023 to identify any changes that need to be taken into account. Decision required: To note the update and identify actions required to ensure that the projected budget is fully funded. Leads: Chair and Finance Officer.</p>
350/22	<p><u>CHRISTMAS CLOSURE DATES</u></p> <p><u>The proposed closure of the Carnegie and Guildhall over the Christmas period is as follows:</u> Complex closes at 4pm following the Mayors' Christmas lunch for the over 75's on Friday 23rd December 2022. Saturday 24th December Weekend</p>

	<p>Sunday 25th December Weekend</p> <p>Monday 26th December (Bank Holiday)</p> <p>Tuesday 27th December (Bank Holiday)</p> <p>Wednesday 28th December (Privilege Day)</p> <p>Thursday 29th December (Annual leave/Toil)</p> <p>Friday 30th December (Annual leave /Toil)</p> <p>Saturday 31st December Weekend</p> <p>Sunday 1st January Weekend</p> <p>Monday 2nd January Bank Holiday</p> <p>Council will reopen on Tuesday 3rd January 2023.</p> <p>Decision required: To agree the granting of a privilege day and to note the office closure dates. Lead: Committee Officer.</p>
351/22	<p><u>COMMUNITY ENGAGEMENT</u></p> <p>To discuss and agree any consultation or media release required.</p> <p>Decision required: To approve media release if required.</p> <p>Lead: Chair.</p>
352/22	<p><u>COMMITTEE OFFICER'S UPDATE</u></p> <p>To receive any update from the Committee Officer since the issue of the agenda.</p> <p>Decision required: None</p> <p>Lead: Town Clerk.</p>