

HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs H Boden
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21st September 2023

Dear Councillor

You are hereby summoned to attend a meeting of the Personnel Committee to be held on **WEDNESDAY 27th September 2023** commencing at **10.00 a.m.** at **Hartley Library.**

Yours sincerely

Helen Boden

**Helen Boden
Proper Officer**

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest not already included on their Register of Interests.

3. Minutes (WHITE)

To approve the minutes of the meeting of the Personnel Committee held on 28th June 2023, as a correct record. (Annexed).

Pursuant to Standing Order 3 (d) the public will be excluded from the meeting during consideration of agenda item 4, Staff, due to the confidential nature of the business to be transacted relating to staff matters.

4. Staff

To consider staffing arrangements for the Parish Office.

List of circulated documents

1. Minutes of the Personnel Committee meeting held on 28th June 2023. (WHITE).

