



4 September 2017

Dear Councillor

You are invited to attend a meeting of the **PERSONNEL COMMITTEE to be held on FRIDAY 8 SEPTEMBER 2017 at 11.30 am** in the Committee Room at the Town Hall, West Borough, WIMBORNE MINSTER.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Laurence Hewitt'.

Laurence Hewitt
Town Clerk

AGENDA

- 1 Apologies for Absence.
- 2 **EXCLUSION OF PRESS & PUBLIC**
- 3 **STAFF REVIEW**
To consider the report of the Chairman of the Spending & Resources Working Group and the Town Clerk (copy to follow).

Cllr T F Wheeler (Chairman)
Cllr R D Cook (Vice-Chairman)
Cllr Mrs S A Bell
Cllr Mrs P A Hymers
Cllr Mrs K F Webb

NB: Chairmen of Committees are reminded that, if they cannot attend meetings of the Personnel Committee, Standing Orders require them to inform their Vice-Chairmen so that they may attend in their place.

LOCALISM ACT 2011 and CODE of CONDUCT

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

GENERAL CONDUCT

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

