



29 April 2021

Dear Councillor

You are invited to join a virtual meeting of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** via video link on **THURSDAY 6 MAY 2021 at 11.00 AM.**

Yours sincerely

A handwritten signature in black ink that reads 'Laurence Hewitt'.

Laurence Hewitt  
Town Clerk

Members of the public are invited to submit questions to the Committee in writing by **9.30 am on the day before this meeting** (i.e. Thursday, 5 May 2021 using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk) or by delivering a hard copy of the question to the Town Hall, West Borough.)

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**AGENDA**

- 1 Apologies for Absence.
- 2 **EXCLUSION OF PRESS & PUBLIC**
- 3 **OFFICE STAFFING –MINOR CHANGES**  
To consider the report of the Town Clerk (copy to follow).

**MEMBERS OF COMMITTEE:**

**Cllr K F Webb (Chairman)**

**Cllr C L Butter (Vice-Chairman)**

**Cllr S K Bartlett (Chairman – Recreation & Leisure Committee)**

**Cllr C A Chedgy (Chairman – Resources Committee)**

**Cllr D J March (Chairman – Planning & Environment Committee)**

**(Note: Chairmen are reminded to arrange for their Vice-Chairmen to attend if they themselves are unable to do so)**

**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 CONSIDERATIONS**

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, marital status, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime & Disorder, Health & Safety, Human Rights and Data Protection (General Data Protection Regulation).

**PUBLIC ATTENDANCE AT VIRTUAL MEETINGS**

**Members of the public and press will be allowed to listen *and watch* the meeting in audio mode only using Zoom. To avoid disruption the public and press will not be displayed on video or be able to be heard by the meeting.**

**Please choose one of the following options to observe and / or listen to the meeting from 11am:**

**To access online via Zoom website:**

1. Access the Zoom Video and Teleconferencing website by the following link:  
<https://zoom.us/>
2. Click to 'Join a Meeting'
3. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 980 0113 7445**  
**Password: 175975**

*\*Please note, you may be asked to register and sign into your Zoom user account. This will require a personal email address and password\**

**To access audio only by telephone:**

1. Dial United Kingdom: +44 330 088 5830; or +44 131 460 1196; or +44 203 481 5237; or +44 203 481 5240; or +44 208 080 6591; or +44 208 080 6592.
2. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 980 0113 7445**  
**Password: 175975**

Any questions which members of the public wish to put to the Council or Committees must be in writing and received by 9.30 am on the preceding working day before the meeting using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk). Alternatively, a written question can be delivered to the Town Hall by 9.30 am on the preceding working day before the meeting. Every effort will be made to answer the question at the meeting but there may be a need to obtain information from other sources and in those circumstances a written response will be provided at a subsequent time.