

Dear Councillor,

25<sup>th</sup> August 2015

You are hereby summoned to attend an **Extraordinary Meeting** of the **Personnel Committee** on **Wednesday 2<sup>nd</sup> September 2015 at 7.30pm at Roffey Millennium Hall** for the transaction of the business shown on the agenda below.

This meeting is called by Councillor Turner, as the Vice Chairman of Council and the Personnel Committee, acting in the absence of the Chairman of Council and the Personnel Committee. He is empowered to call this meeting by virtue of paragraph 9 of Schedule 12 to the Local Government Act 1972.

Yours sincerely,

Sue Kemp – Parish Clerk

### **AGENDA**

**1. Public Forum**

Members of the public are invited to put questions or draw relevant matters to the Committee's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person

**2. To accept apologies for absence**

**3. Chairman's Announcements**

**4. To receive any Declarations of Interest from Members of the Committee**

**5. Date of next meeting – Thursday 8<sup>th</sup> October 2015 (scheduled)**

**6. Exclusion of the Press and Public -**

'To consider whether to exclude the Press and Public from the meeting during the consideration of the following items in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that they involve the likely disclosure of exempt information'

**7. To discuss Staffing issues, in relation to the current staffing establishment – Report to follow**

To - Councillors Loates, Rickett, Torn, Turner and R. Wilton  
All other Councillors - for information