



*Haec sunt nostra robora.*

# Oakengates Town Council

Oakengates Town Hall, The Place Theatre Square, Oakengates, Telford. TF2 6EP

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## Summons to an Ad-hoc Personnel Committee Meeting

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Members are hereby summoned to attend a meeting of the Ad-hoc Personnel Committee which will take place in The Council Chamber, Oakengates Town Hall, The Place Theatre Square, Limes Walk, Oakengates, Telford, on Tuesday the 31<sup>st</sup> August 2010 at 7:0 pm, for the transaction of the following business;

### AGENDA

MEMBERS ARE REQUESTED TO NOTE THAT THIS MEETING COMMENCES AT 7:00 PM
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**1. Welcome by the Chairman**

The chairman will welcome any guests and those present.

**2. Apologies for absence and reasons**

To receive, consider and accept as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

**3. Declarations of interest**

To receive any disclosures of Members' personal and/or prejudicial interests.

**4. Private Session**

To resolve that the public and press be now excluded from the meeting under Section 100A(4) of the Local Government Act 1972, as adopted by Standing Order 25, on the ground that the items to be considered involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A thereof (as amended), by virtue of, respectively, descriptions 1, 2,3 and 4 referred to therein.

**5. Minutes**

That the minutes of the Ad-hoc Personnel meeting held in closed session on the 9<sup>th</sup> August 2010, already circulated be certified as a true record of the proceedings thereof.

**6. Staffing Matters**

To identify and to resolve the necessary actions remaining from the report issued by the Town Clerk.

**7. Date and Agenda items of the next meeting**

To be resolved that as no further meeting of the ad-hoc personnel committee is anticipated, that future business, and minutes of this meeting, should fall within the remit of the committee to be formed under the revised Standing Orders to deal with personnel matters.

Signed.....  
Michael Gledhill  
Town Clerk

Date: Thursday the 19<sup>th</sup> August 2010.

AH Pers. Committee Membership: Councillors Booth (Chairman), Ellis (Vice Chairman), Hine, Norton, Trafford and Willis.  
Ex-officio: Mayor Wood and Deputy Mayor Rhodes