



INGLEBY BARWICK TOWN COUNCIL

BARWICK LODGE
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31 August 2018

To: Personnel Committee Members

Councillors,

You are hereby summoned to attend the Personnel Committee Meeting to be held at **5.00pm on Thursday 6 September** at the **Town Council's Office, Barwick Lodge.**

AGENDA

1. Apologies for absence
2. To Review the draft Employment Policies and Procedures and make recommendations to the full Town Council
3. To consider the post requirements of the Clerk to the Town Council
4. To consider future staffing arrangements.

Copies of the draft policies will be available in hard copy at the meeting.

As confidential matters are to be discussed, the Acting Clerk and Administrative Assistant will not be in attendance.

Minna West
Acting Clerk