



Deputy Town Clerk: Dawn Drury  
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To All Members of the Personnel Committee: Cllrs Dave Biddleston, Deb Cooper (Chair), Clive Fricker, Andy McGuinness (Vice Chair), Brian Simmons, Allan Sinclair (substitute Andy Halliday) and Andy Wait

Dear Councillor

**REMOTE CONSULTATION – TUESDAY 29<sup>th</sup> JUNE 7.30PM**

In accordance with the Schedule of Delegation approved by Town Council on April 22<sup>nd</sup> 2021 and the Town Clerk/Deputy Town Clerk is required to exercise delegated power (in consultation with the members of the cttee) to make decisions on the following items:

1. Action(s) in respect of letter received from the Town Clerk in response to the Town Council proposal letter.
2. Senior officer support staff and related matters.

You are therefore invited to a consultation with the Deputy Town Clerk on Tuesday 29<sup>th</sup> June at 7.30pm

Join the consultation

<https://us02web.zoom.us/j/86027650922?pwd=aVluSzNJTkZtZmZobDFXdnpoWG9Ldz09>

Meeting ID: **860 2765 0922**

Password: **221479**

Signed on 24<sup>th</sup> June 2021.

By Dawn Drury, Deputy Town Clerk

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**CONFIDENTIAL**

1. LETTER FROM THE TOWN CLERK

DEPUTY TOWN CLERK'S PROPOSED RECOMMENDATION

To consider and respond to letter received from the Town Clerk.

2. SENIOR OFFICER - SUPPORT STAFF AND RELATED MATTERS

DEPUTY TOWN CLERK'S PROPOSED RECOMMENDATION

To consider the requirements of support staff for senior officer and related matters.