



# RAUNDS TOWN COUNCIL

9 October 2019

Dear Councillor,

You are summoned to attend a meeting of the **Personnel Committee of Raunds Town Council** to be held in the Council Chamber, The Hall, Raunds, on **Tuesday 15th October 2019 at 7.30pm**.  
Press & Public welcome.

Kate Houlihan  
Clerk to the Council

## AGENDA

**324.19 To receive apologies For absence.**

**325.19 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**

**326.19 Notification of members questions in compliance with the council's standing orders.**

**327.19 Declarations of Interest.**

COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND LEAVE THE MEETING FOR THAT ITEM

**328.19 Minutes:** confirm the minutes of the Personnel Committee meeting held **16 July 2019** (copy herewith).

**329.19 Health and Safety Policy:** To review the Council's Health and Safety Policy (copy herewith)

**330.19 Equal Opportunities Policy:** To review the Council's Equal Opportunities Policy (copy herewith)

**331.19 Personnel Budget Review and Planning:**

- a. To review progress against the 2019/2020 budget (information to follow)
- b. To consider the 2020/2021 budget.

**332.19** *The press and public will be excluded from the following agenda item due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960*

**333.19 Establishment Report:**

- a. To receive a report from the Clerk on various staffing matters (copy to follow)
- b. To receive a report from the Chairman on the appraisal process