

Notice of a meeting of the

Personnel and Administration Committee

12th November 2018 at 7.30pm

All Saints Room, Civic Hall, Didcot



Admission of the public and media

The council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

Public participation

The council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Order 18-20 on a matter before the Committee).

At the relevant time during the meeting, the Chairman will invite members of the public to present their questions, statements or petitions.

To find out about participation contact the Town Clerk.

Agenda

1. To receive apologies
2. To receive declarations of interest
Members should declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of conduct.
3. To agree the minutes of the meeting held on 10th September 2018 as a true record (**minutes attached**)
4. Questions on the minutes as to the progress of any item

EXCLUSION OF THE PRESS AND PUBLIC

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

5. To receive an update to the report at the previous meeting about Fixed Term Roles (**restricted circulation**)
6. To receive a report on allegations and to agree what action should be taken (**restricted circulation**)



Chris Wayman

Town Clerk

6th November 2018

Voting committee members:

Councillors

Mr S Connel

Dr S Clarke

Mr T Harbour

Mr D Healy

Ms P Siggers

Nominated substitute committee members:

Councillors

Miss J Billington

Mr B Cooper

Mr J Hart

Mr M Khan

Mr B Shaw