



Kington Town Council

Web Site: www.kingtontowncouncil.gov.uk

Email: clerk@kingtontowncouncil.gov.uk



Members of the Personnel Committee you are hereby summoned to attend a meeting of the Personnel Committee

Committee Members: Mayor Cllr M. Fitton, Deputy Mayor Cllr. E. Banks., Deputy Mayor Cllr. C. Forrester, Cllrs. R. Banks, Cllr. R. MacCurrach, P. Prior, E. Rolls

**To be held on Monday 21st August 2017 at 6.30 pm
At The Old Police Station, Market Hall Street, Kington for the purpose of transacting the following business:**

Agenda

1. To appoint a Committee Chairman
2. To receive apologies
3. To receive declarations of interest and requests for dispensation
4. To consider the resolution that due to the confidential nature of the business of the next 4 agenda items, that members of the public be excluded from the following 4 agenda items in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (3)
5. To review and approve the Clerk's Job Description
6. To consider and approve the Clerk's Contract of Employment
7. To consider, on behalf of the Kington Recreation Ground Trust, the job description for the Recreation Ground Groundsman
8. To consider, on behalf of the Kington Recreation Ground Trust, procedures for the recruitment of a replacement Groundsman including authorisation of an advertisement at a budget cost not to exceed £200.00
9. To identify items for the next meeting
10. To confirm the date and time of the next meeting.

Issued by:
Liz Kelso
Clerk, Kington Town Council
14.8.2017

Members of the public are welcome to attend Committee Meetings of Kington Town Council and may, at the discretion of the Chairman speak on some agenda items. For further information on the procedure for speaking at Town Council Meetings, please speak to the Clerk at the address below

**Kington Town Council, The Old Police Station, Market Hall Street, Kington HR5 3DP
Tel: 01544 239 398, Email: clerk:kingtontowncouncil.gov.uk
www.kingtontowncouncil.gov.uk**