



Saltash Town Council

Konsel An Dre Essa



*The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk*

20 August 2021

Dear Councillor

I write to summon you to an **Extraordinary Personnel Committee meeting** to be held at the Guildhall on **Thursday 26th August 2021 at 6.30 pm.**

The meeting is open to members of the public and press up until the Public Bodies (Admission to Meetings) Act 1960.

We encourage members of the public and press attending Council meetings to wear a face covering, unless medically exempt, to be mindful and respect others space and to consider their own unique circumstances before attending.

Yours sincerely,

PP R Lane
Town Clerk

To Councillors:

G Challen S Martin (Vice-Chairman) S Miller J Peggs B Samuels G Taylor (Chairman)	Other members of the Council for information
--	--

Agenda

1. Health and Safety Announcements.
2. Apologies.
3. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration
4. Public Bodies (Admission to Meetings) Act 1960:
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted and in accordance with Saltash Town Council Standing Orders and Terms of Reference.

Chairman to confirm the Personnel Meeting is now in Part Two.

The Chairman reminded all Members that items discussed are of the strictest confidence and must not be discussed or shared with others.

All Members are subject to GDPR and Data Protection Regulations.

5. Staffing Matters.

Date of next meeting: Tuesday 28 September 2021 at 6.30 pm