



# ST IVES TOWN COUNCIL

**Town Clerk – Matthew Price**

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**TWINNED WITH STADTALLENDORF**

Issued: 18 July 2023

**Town Mayor and Members of the Personnel Committee**

**(Cllrs M Burke, J Kerr, C Morgan, A Thompson, M Gleadow, L Valla, P Hussain, J Cantwell):**

You are hereby summoned to attend an Emergency Meeting of the **Personnel Committee** of St Ives Town Council to be held in the **Town Hall** on **Monday 24 July at 7.00 pm**.

**Cllr Julie Kerr**  
**Chair of the Personnel Committee**

**Cllr Pasco Hussain**  
**Member of the Personnel Committee**

## AGENDA

**The Town Mayor will open the meeting.**

- PE01.00 APPOINTMENT OF CHAIRMAN**  
To appoint a Chairman for the municipal year 2023/24.
- PE02.00 APPOINTMENT OF VICE CHAIRMAN**  
To appoint a Vice Chairman for the municipal year 2023/24.
- PE03.00 APOLOGIES FOR ABSENCE**  
To receive and note apologies for absence.



**PE04.00 DECLARATIONS OF INTEREST**

To receive Declarations of Disclosable and/or Non-disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

**PE05.00 PUBLIC PARTICIPATION**

A maximum of 15 minutes in total is permitted for members of the public to address the Committee in accordance with the Town Council's approved Public Participation Policy. Each participant will be limited to 3 minutes in which to make their comments. Comments will be summarised in the minutes.

**PE06.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC**

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

**PE07.00 STAFF MATTERS**

To discuss the following items:

**PE07.01 Next Steps**

To consider the next steps in the process to investigate an ongoing grievance.

**PE07.02 Clerk Probationary Period**

To review the completion of the probationary period for the Clerk.

**PE07.03 Performance Review of the Town Clerk**

To consider the formal structure/timetable for the ongoing performance review of the Clerk.

**PE07.04 Other Personnel Matters**

To consider any other personnel matters.

**PE08.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**

To resolve that the confidential business having been concluded, the Press and Public be readmitted to the meeting.