

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL PERSONNEL COMMITTEE

MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting at The Manor Rooms, The Street, Trowse on: **Friday 20th December at 10.00am**
Members of the press and public are invited to attend

Sarah Hunt

Sarah Hunt
Locum Parish Clerk

AGENDA

1. TO ELECT A CHAIR FOR THE MEETING.

2. ATTENDANCE

To note those present and consider apologies for absence. Committee members are Councillors Heather Bowers, Paul Greenizan, Janet Peart, James Smerdon.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

3.1 To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

4. MINUTES OF PREVIOUS MEETING

None – inaugural meeting.

5. PUBLIC FORUM

5.1 To receive comments from members of the public, restricted to 2 minutes per person, on matters elsewhere in the agenda. Item to last no more than 10 minutes.

6. NEIGHBOURHOOD PLAN STAFFING.

To consider and decide upon employment of administrative staffing support for Neighbourhood Plan Steering Group as delegated by Full Council Monday 9th December.

7. DATE AND TIME OF NEXT MEETING AND ANY ITEMS.