



# PREESALL TOWN COUNCIL

23 July 2019

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council's Personnel Committee on Monday 29 July 2019 at **9.00am** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

A handwritten signature in black ink, appearing to read 'A. May', is set against a light blue rectangular background.

**Alison May**  
**Clerk to the Council**

## A G E N D A

- 1 Appointment of Chairman**
- 2 Apologies for absence**
- 3 Declaration of interests and dispensations**
- 4 Public participation**

The Chairman will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will ask councillors to agree to reconvene the meeting on the conclusion of public participation.
- 5 Date for clerk's appraisal**

Councillors are asked **to agree** a date for the clerk's annual appraisal
- 6 Exclusion of the press and public**

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council may resolve to exclude the press and public to discuss staffing matters.

  - i) Clerk** – electronic documents provided
  - ii) Lengthsman** – electronic documents provided
- 7 Date of next meeting**