



Redenhall with Harleston Town Council

Clerk: Lynda Ling

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Memorial Leisure Centre
Wilderness Lane
Harleston
Norfolk IP20 9DD

Notice of Meeting

For a Personnel Committee meeting which will be held in the Town Council Office, Memorial Leisure Centre, Wilderness Lane on Tuesday 6th September 2016 at 6.00pm to consider the business detailed below

Signed: *Lynda Ling*
Town Clerk

Date: 31st August 2016

AGENDA

1. Welcome
2. To receive and accept apologies from members unable to attend.
3. To receive any declarations of pecuniary or other interests in particular matters to be raised at this meeting.
4. To resolve to agree the minutes of the meeting held on Tuesday 23rd August 2016
5. To discuss the possibility of a zero hour contract for Shaun Button and agree any action
6. To discuss any other items relating to personnel, which may include the advertising of the grounds man post and agree any action
7. To confirm the date of the next meeting.

Office Hours: Monday, Tuesday & Friday 9.30am to 1pm and Wednesdays 1pm to 5pm