Loggerheads Parish Council
Loggerheads Community Fire Station
Market Drayton Road
Loggerheads
Market Drayton
Shropshire
TF9 4EZ

T: 01630 673426
E: clerk@loggerheads-pc.gov.uk
W: www.loggerheads-pc.gov.uk

Thursday 24th August 2023

Dear Councillor,

You are summoned to attend the **Personnel Committee** meeting of **Loggerheads Parish Council** to be held at **7:30pm on Monday 4th September 2023** at Loggerheads Community Fire Station, Market Drayton Road, Loggerheads, Market Drayton, Shropshire TF9 4EZ

Yours Sincerely,
B. Minshall
Parish Clerk

AGENDA

1. To receive and consider apologies for absence

2. To note declarations of Members' interests

3. To approve and sign the minutes of the Personnel Committee meeting held on Monday 5th June 2023

4. Public Question Time
   A period of 15 minutes for Members of the Public to ask questions or submit comments

   Any members of the public wishing to participate in public participation during the meeting should email loggerheadspc@btconnect.com before **9am** on **Monday 4th September 2023** providing their name, email address and an indication of the subject of their question or comment.

5. **PART TWO**
   It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of Item 6 on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.

6. To consider matters relating to staffing and appraisals

7. To note the date of the next **Personnel Committee** meeting as being held **7:30pm on Monday 6th November 2023** at Loggerheads Community Fire Station

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In attendance:	Cllrs Beales, Coulson, Lee, Love, Roberts, Swan and Swetman

MINUTES OF THE PERSONNEL COMMITTEE HELD ON MONDAY 5TH JUNE 2023

1.	To elect a Chair of the Personnel Committee for 2023 – 24	
	Resolved:	To elect Cllr Swetman as Chair of the Personnel Committee for the year 2023 – 2024
2.	To elect a Vice Chair of the Personnel Committee for 2023 – 24	
	Resolved:	To elect Cllr Swan as Vice Chair of the Personnel Committee for the year 2023 – 2024
3.	To receive and consider apologies for absence	
	Apologies were received from Cllr Brown and Gibson	
4.	To note declarations of Members' interests	
	There were no declarations of Members' interests	
5.	Public Question Time	
	There were no Members of the Public in attendance	
6.	To note the date of the next **Personnel Committee** meeting as being held at 7:30pm, Monday 4th September 2023	
	Noted	

Chair: Cllr A. Swetman
Clerk: B. Minshall

Close of Meeting: 19:31pm

Signed…….