



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street
Pateley Bridge, HG3 5LE

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Tuesday 19th April 2022

To: Members of Pateley Bridge Town Council Human Resources Committee (Councillors Holt, Jefferson, Lumley and Skaife)

You are hereby summoned to attend a meeting of the Human Resources Committee to be held on Monday 25th April 2022 at 5.00pm in The Council Chambers, King Street.

Laura Jowett
Clerk to the Council

HUMAN RESOURCES COMMITTEE AGENDA

2122/01 To receive apologies

2122/02 Councillors' declarations of interests and consideration of dispensations

2122/03 To resolve that members of the press and public be excluded from items 2021/79 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.

2122/04 Resignation of Town Clerk

- a) To note the resignation of the Town Clerk.**
- b) To consider arrangements for recruitment, including advertising the vacancy, reviewing the job description and person specification and agreeing dates for interviews**
- c) To receive information and consider appointing a locum**
- d) To consider a payment in lieu of leave.**
- e) To consider any recommendation to be made to the full council as necessary.**

2122/05 To review the Contract of Employment and Statement of Particulars

2122/06 Dates of next meetings

To consider dates for the next meeting