



## **THETFORD TOWN COUNCIL**

TOWN CLERK: Maurice Howard

Tel: 01842 754247

28<sup>th</sup> October 2015

Council Offices  
King's House  
Thetford  
Norfolk  
IP24 2AP

### **PERSONNEL COMMITTEE**

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on **Tuesday 3<sup>rd</sup> November 2015 at 5.00 p.m.**

Town Clerk

### **AGENDA**

- 573/15      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 574/15      **APOLOGIES FOR ABSENCE**  
To receive.
- 575/15      **MINUTES**  
To confirm the minutes of the Committee's meeting held on 6<sup>th</sup> October 2015, as received by Council on 27<sup>th</sup> October 2015. To be confirmed as a true record and signed/initialled by the Committee Chairman.
- 576/15      **REVIEW OF ACTION POINTS**  
The Chairman to review.

- 577/15      BUDGET REVIEW  
To review 2015/16 budget proposals with a view to determining additional savings measures and income opportunities to recommend to Finance.
- 578/15      HEALTH & SAFETY  
To receive any updates.
- 579/15      COMPLIMENTS, COMMENTS AND COMPLAINTS  
To receive any updates.
- 580/15      NEW NATIONAL INSURANCE REGULATIONS  
To discuss the implications to the budget of the new National Insurance Regulations.
- 581/15      FUTURE PERSONNEL MEETING TIMINGS  
To discuss and agree a way forward on the timing of all future Personnel Meetings.
- 582/15      OUT-SOURCED CONTRACTS TASK AND FINISH GROUP  
To receive an update on the findings of the subject Task and Finish Group so far.
- 583/15      SUPPORT TO COMMITTEE MEETINGS  
To discuss the current number of Committee meetings and the meeting strategy.
- 584/15      REVIEW OF TOWN COUNCIL POLICIES  
To review the Training Policy with a view to recommending the Policy to Full Council in the December meeting.
- 585/15      ITEMS OF URGENT BUSINESS  
At the discretion of the Town Clerk to table urgent business for discussion or information only. Any item is to be on an urgent operational matter.
- 586/15      PRESS RELEASES  
To consider any press release arising from this meeting's agenda.