



## **THETFORD TOWN COUNCIL**

TOWN CLERK: Tina Cunnell BSc (Hons)

Tel: 01842 754247

Council Offices  
King's House  
Thetford  
Norfolk  
IP24 2AP

29<sup>th</sup> March 2017

### **PERSONNEL COMMITTEE**

A meeting of this Committee will take place in the Council Chamber,  
King's House, Thetford, on **Tuesday 4<sup>th</sup> April 2017 at 4.30 p.m.**

Town Clerk

### **AGENDA**

- 818/16      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 819/16      **APOLOGIES FOR ABSENCE**  
To receive apologies.
- 820/16      **MINUTES**  
To confirm the minutes of the Committee's meeting held on 7<sup>th</sup> February 2017, as received by Council on 28<sup>th</sup> February 2017. To be confirmed as a true record and signed/initialled by the Committee Chairman.
- 821/16      **BUDGET REVIEW**  
To consider budget for 2017/18
- 822/16      **CORPORATE PLAN**  
Town Clerk to update.
- 823/16      **HEALTH & SAFETY**  
Town Clerk to update.

- 824/16      TERMS OF REFERENCE  
To discuss and agree.
- 825/16      APPOINTMENT OF HR CONSULTANT  
To discuss and agree.
- 826/16      COMPLIMENTS, COMMENTS AND COMPLAINTS  
To receive.
- 827/16      TRAINING REQUESTS  
To receive.
- 828/16      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 of an urgent operational matter.
- 829/16      PRESS RELEASES  
To consider any press release arising from this meeting's agenda.