



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

26th April 2019

Dear Councillor,

I write to summon you to an **Extraordinary meeting of the Personnel Committee** to be held on **Thursday 2nd May 2019 upon the rising of the Annual Meeting of Saltash Town Council** at the Guildhall.

Membership of the Personnel Committee is to be established at the Annual Meeting of Saltash Town Council to be held on Thursday 2nd May at 7:00 p.m.

Yours sincerely,

R Lane
Town Clerk

AGENDA

1. Health and Safety Announcements.
2. To appoint a Chairman.
3. To appoint a Vice Chairman.
4. Apologies.
5. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
 - c. To consider dispensations required.
6. Date of next meeting: Tuesday 25th June 2019 at 6:30 p.m.

Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.

Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.

Councillor: _____

Committee: _____

Date of Meeting: _____

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Agenda Item	Pecuniary	Non-Pecuniary	Reason	Left the Meeting	Remained at Meeting	Ongoing Dispensation	Dispensation Requested	No Interest Declared