

CROWBOROUGH TOWN COUNCIL

To all Members of the **PERSONNEL** Committee (with copies to all other Members for information).

You are summoned to attend a meeting of the **PERSONNEL** Committee to be held at the Town Hall, The Broadway, Crowborough on Monday 24th October 2011 at 7.30 pm when it is proposed to transact the following business:

Town Clerk
17th October 2011

ALL MEETINGS ARE OPEN TO THE PUBLIC

PLEASE NOTE THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE DISCUSSION OF SOME ITEMS ON THIS AGENDA, THE PRESS AND PUBLIC MAY BE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
 - 3.1. **Minutes of meeting held on 12th September 2011**
 - 3.2. **Matters outstanding for updating and noting**
4. **STAFF**
 - 4.1. **To staff consider staffing level requirements**
5. **URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA**