

**TEWKESBURY TOWN COUNCIL
PERSONNEL COMMITTEE
WEDNESDAY 6TH DECEMBER 2017**

To: Members of Personnel Committee: Councillors C Danter (Chairman), P Aldridge, S Raywood and P Workman

You are summoned to attend a meeting of the Personnel Committee which will be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, on **Wednesday 6th December 2017 commencing at 2:30 pm.**

Members of the public and press are welcome to attend.



Debbie Hill
Locum Town Clerk
1st December 2017

AGENDA

1. To receive apologies
2. To receive declarations of Interests
3. To receive dispensations
4. To note the delegated powers of the Personnel Committee as agreed at the extraordinary Finance & Staffing Committee meeting held on 5th October 2017 and as ratified at the extraordinary Full Council meeting held on 14th November 2017
5. To consider and appoint additional committee member(s) to the Personnel Committee in accordance with Local Government Act 1972, s 102(3) in relation to the current disciplinary proceedings in order to maintain impartiality
6. To agree the date, time and place of the disciplinary hearing and to note the committee members attending the hearing
7. To agree that the Council's HR Advisor will attend and take notes at the disciplinary hearing
8. To appoint a Chairman of the Personnel Committee for the disciplinary hearing
9. To agree that any appeal received from the disciplinary hearing will be referred to an extraordinary meeting of the Full Council
10. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be

transacted, the public and press leave during the consideration of items 11 and 12 on this agenda

11. To receive a report from Cllr Danter following the informal investigation meeting

12. To consider the evidence from the investigation and to confirm the evidence to be used in the disciplinary hearing