

NORTH WALSHAM TOWN COUNCIL

PERSONNEL & GRANTS COMMITTEE MEETING SUMMONS

To: **All Members of the Personnel & Grants Committee**

15th January 2018

You are hereby summoned to attend a meeting of North Walsham Town Council to be held on **Tuesday 23rd January 2018, at 18:30** in the **Function Room, 18 Kings Arms Street, North Walsham NR28 9JX**

Should you be unable to attend please telephone/email your apologies and reason for non-attendance.

Yours sincerely

Julie Shields

Assistant to Town Clerk (Finance)

AGENDA

1. **Exclusion of public and press under the public bodies (admission to public and press under the public bodies (ADMISSION TO MEETINGS) Act 1960**

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2. Declaration of interest
3. Apologises for absence
4. Staffing issues/update
5. Any other business allowed by the chair
6. Date of next meeting