



## Cyngor Tref Towyn and Kinmel Bay Town Council

### Summons to Attend a Meeting of the HR Committee

---

**To: All Members of the Committee:**

D Johnson, M Jones, L Knightly

**Ex Officio (Voting) Members:** N Smith (Mayor) B Griffiths, B McLoughlin & Chair Day Time Music

**To: All other Members for Information**

**Date and Time:** 26<sup>th</sup> February, 2018 at 7:00pm

**Venue:** The Community Resource Centre

### AGENDA

1. **Chairman**  
Nominate a Chairman for 2017-18
2. **Deputy Chairman**  
Nominate a Deputy Chair for 2017-18
3. **Apologies for Absence**
4. **Declaration of Interest**  
To declare the existence and nature of any interests in any item on the agenda.
5. **Public Participation**  
There were no applications to address the Committee.
6. **Minutes**  
To approve the minutes of the meeting held on 23<sup>rd</sup> October, 2017.
7. **Exclusion of the Public**  
**Resolved that: Pursuant to Section 1 (2) of the Public Bodies (admissions to meetings) Act 1960 that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of:**  
**Agenda Item 8 – Annual Pay Reviews**
8. **Annual Pay Review**  
To discuss/approve salaries for 2018-19.
9. **Annual Appraisal**  
Update re 2017-18 Performance Reviews.

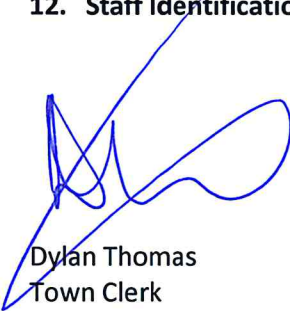
**10. Safe Guarding Review**

Discuss/consider implementing voluntary DBS checks for all Town Council Staff.

**11. Policies**

To discuss/approve Proposed Draft Declaration of Secrecy Document.

**12. Staff Identification Cards**



Dylan Thomas  
Town Clerk