



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 & B McLoughlin

Ex Officio (Voting) Members: L Knightly (Mayor), B Griffiths & T Curran

Clerk: Dylan Thomas

To: All other Members for Information

Date and Time: 22nd October, 2018 at 7:00pm

Venue: The Community Resource Centre

AGENDA

1. **Chairman**
Nominate a Chairman 2018-19
2. **Deputy Chairman**
Nominate a Deputy Chair for 2018-19
3. **Apologies for Absence**
To receive any 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**
To receive representatives from the public in respect of any item of business included in the agenda.
6. **Minutes**
To approve the minutes of the meeting held on 26th February, 2018.
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 – Clerk – Role Evaluation.
8. **Clerk – Role Evaluation**
To discuss/consider Re-Evaluating the Clerk's Role.
9. **Employee Handbook**
To discuss/approve Draft Revised Employee Handbook.

Dylan Thomas
Town Clerk