

20<sup>th</sup> December 2023

To: The Chairman and Members of Personnel Committee

Dear Councillor,

You are summoned to attend the meeting of the  
**Personnel Advisory Committee** of Dronfield Town Council to be held on  
**MONDAY 8<sup>th</sup> JANUARY 2024 at 11:00am**  
**in the Council Chamber at the Civic Hall, Dronfield**

Yours sincerely

*J Mitchell*

Joanne Mitchell  
Town Clerk

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## **AGENDA**

**1. Apologies**

To receive apologies for absence.

**2. Declaration of interests**

**3. Exclusion of the Press & Public**

To resolve that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 section 1 paragraph 2 & the Local Government (Access to Information) Act (due to the sensitive staffing nature of the issues being discussed).

**4. Minutes – to be distributed at the meeting**

To approve the minutes of the last meeting held on 23<sup>rd</sup> October 2023.

**5. Staff Update**

To receive a staff update.

**6. Personnel and Health & Safety Consultant**

To review a quote from Croner to renew our contract with them for Personnel and Health & Safety Consultancy Services.

**7. Date of next meeting**

To agree the date of the next meeting.