



PREESALL TOWN COUNCIL

27 August 2019

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council's Personnel Committee on Monday 2 September 2019 at **7.00pm** at 46 Meadow Avenue, Preesall. This meeting will be held in closed session in order to conduct the clerk's appraisal.

A handwritten signature in black ink, appearing to read 'A. May', is written on a light blue rectangular background.

Alison May
Clerk to the Council

A G E N D A

- 1 Exclusion of the press and public**
Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council may resolve to exclude the press and public to discuss staffing matters in respect of the clerk. Documentation (**enclosed**).
- 2 Apologies for absence**
- 3 Declaration of interests and dispensations**
- 4 Date of next meeting**