



Wincanton
Town Council



Town Hall
Market Place
Wincanton
Somerset
BA9 9LD

Tel: 01963 31693

Email: townclerk@wincantontowncouncil.gov.uk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit.
and proceed downstairs to outside of the Bear Inn.

THIS MEETING MAY BE FILMED OR RECORDED

To Town Cllrs: H Ellard, K Hearne, T Howe, J Packer, D Old and S Wing

You are hereby summoned to attend the Personnel Committee Meeting of Wincanton Town Council to be held in the **Council Chamber at Wincanton Town Hall**, Market Place, Wincanton on **Monday 25th November commencing at 6:45pm** for the purpose of transacting the following business:

Tracy Lamb

Deputy Town Clerk/RFO to Wincanton Town Council
20th November 2024

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.wincantontowncouncil.gov.uk

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

The agenda may be split into two parts – part of the meeting that is open to the public and other part for items on the agenda which may be discussed in the absence of the press or public because the agenda item for discussion includes personal, confidential or sensitive information (Exempt Business). The press and public will be asked to leave the meeting once a resolution is passed that reflects a decision to go into Exempt Business.

PUBLIC PARTICIPATION

AGENDA

- 1. ELECTION OF CHAIRMAN 2024/2025**
To elect a Chairman for the municipal year.
- 2. ELECTION OF VICE- CHAIRMAN 2024/2025**
To elect a Vice-Chairman for the municipal year.
- 3. APOLOGIES FOR ABSENCE**
To receive any apologies for absence and to approve the reasons given (LGA 1972 s85 (1)).
- 4. DECLARATIONS OF INTEREST**
To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Wincanton Town Councils Code of Conduct (adopted on 16th May 2022).
- 5. MINUTES OF THE PREVIOUS MEETING**
To adopt the minutes of the Personnel Committee meeting held on 9th October 2023 as a correct record and to be signed by the Chairman (Appendix 1)
- 6. DATE OF NEXT MEETING:** To confirm the date of the next Personnel Committee Meeting