



# HORNSEA TOWN COUNCIL

TOWN HALL, 75a NEWBEGIN, HORNSEA, EAST YORKSHIRE HU18 1PA

Telephone: (01964) 532252 Email: [clerk@hornsea.gov.uk](mailto:clerk@hornsea.gov.uk)

Web Site: [www.hornsea.gov.uk](http://www.hornsea.gov.uk)

Joanna Richardson  
Clerk to the Council

---

To the Hornsea Town Council Personnel Committee

17<sup>th</sup> August 2021

Ladies and Gentlemen,

You are hereby summoned to attend a meeting of the Hornsea Town Council Personnel Committee that will be held on Thursday 26<sup>th</sup> August 2021 in the Town Hall council chamber at 6.30pm to transact the business specified below.

Yours faithfully

J M Richardson  
Clerk of the Council

## A G E N D A

### **1. Apologies for absence**

*In Pursuant to Section 1(2) of the Public Bodies (admissions to meetings) Act 1960 it is recommended that because of the confidential nature of the business to be transacted the public and press leave the meeting during consideration of the following matters*

- 2. Approval of the Minutes of a meeting held on 3<sup>rd</sup> June 2021**
- 3. Staff training – Town Clerk to report**
- 4. Driving competency test etc - update**
- 5. Deputy Clerk**
- 6. Works vehicles – usage**
- 7. Appraisals**
- 8. CiLCA – staff member**