

PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside L34 5QX

Tele: 0151- 426- 3933 Email: enquiries@prescot-tc.gov.uk

Dated this 9th day of September 2016

To the Members of the Human Resources Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the
Human Resources Committee for The Town of Prescot to be
held on Friday 16th September 2016 in
Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside L34 5QX
commencing at 3.00 p.m.

HUMAN RESOURCES COMMITTEE MEMBERS

Councillors, D. Friar, D. Allen, L. O'Keeffe, J Molloy, S Pimblett, J. Chadwick
and D Rigby.

A blue ink signature, appearing to read 'Daniel Wilson', written over a horizontal line.

Daniel Wilson
TOWN CLERK

A G E N D A

1. TO APPOINT THE CHAIR

Verbal

To receive nominations for the position of chair, and appoint by majority vote.

2. TO APPOINT THE VICE CHAIR

Verbal

To receive nominations, for the position of vice chair, and appoint by majority vote.

3. TO RECEIVE APOLOGIES

Verbal

Presiding officer to inform the committee of any apologies for absence.

4. DECLARATIONS OF INTEREST

In accordance with Standing Order 1.15 members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

5. MINUTES OF PREVIOUS COMMITTEE MEETING

(Pages 3-4)

To **APPROVE AND SIGN** the Minutes of the Human Resources Committee Meeting held on 11th May 2016.

6. APPOINTMENT OF ADMINISTRATION OFFICER

(Pages 5-7)

Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.