

# PRESCOT TOWN COUNCIL



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

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Dated this 6th day of April 2018

To the Members of the Human Resources Committee

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**YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the**  
**Human Resources Committee of Prescot Town Council to be**  
**held on Friday 13<sup>th</sup> April 2018 in**  
**Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside L34 5QX**  
**The meeting will commence directly after Finance and General Purpose Committee at**  
**approximately 5:00pm**

## **HUMAN RESOURCES COMMITTEE MEMBERS**

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

A handwritten signature in blue ink, appearing to read 'Daniel Wilson', with a long horizontal line extending to the right.

**Daniel Wilson**  
**TOWN CLERK**

# AGENDA

1. **TO RECEIVE APOLOGIES**

Verbal

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

2. **DECLARATIONS OF INTEREST**

Verbal

In accordance with Standing Order 5.K.iii members are invited to indicate any interests they may have in relation to items on the agenda.

3. **MINUTES OF PREVIOUS COMMITTEE MEETING**

(Pages 3-4)

To **APPROVE AND SIGN** the Minutes of the Human Resources Committee Meeting held on 26<sup>th</sup> January 2018

4. **TOWN COUNCIL STAFF ANNUAL APPRAISALS**

(Pages 5-7)

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

5. **TOWN CLERK'S ANNUAL APPRAISAL**

(Pages 8-9)

Members are asked to **NOTE** the findings of appraisal panel.

6. **TRAINING REQUEST**

(Pages 10-15)

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