



## SANDOWN TOWN COUNCIL

### AGENDA

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Committee: **HUMAN RESOURCE COMMITTEE**  
Date: **TUESDAY, 7 SEPTEMBER 2021**  
Time: **8:30 AM**  
Members: Cllrs Paddy Lightfoot (Chair), Emily Brothers, Alex Lightfoot.  
Officers: Richard Priest - Clerk/RFO, Jennifer Armstrong – Deputy Clerk/RFO

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**1-2021/2022 APOLOGIES**

To receive any apologies for absence

**2-2021/2022 DECLARATIONS OF INTERESTS**

To invite Members to declare any interest they might have in the matters on the agenda.

**3-2021/2022 MINUTES OF THE LAST MEETING**

To approve the confidential minutes of the now dissolved Employment Committee meeting held on 19 November 2019 (Paper A)

**4-2021/2022 MINUTES**

To authorise the Chairman to sign as a true record a copy of the Minutes when they have been produced

**5-2021/2022 EXCLUSION OF PUBLIC AND PRESS**

To consider passing a resolution that under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, namely Agenda item number 06-21/22 on the grounds that there is likely to be disclosure of exempt information as defined in paragraph(s) 1 - 3 of Part 1 of Schedule 12A of the Act and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**6-2021/2022 STAFFING STRUCTURE**

To consider changes to the councils staffing structure.

**7-2021/2022 LOCK-UP PERSON JOB DESCRIPTION**

To consider the recruitment of a lock-up person (Paper B).