

I hereby give you notice of a Meeting of the Harworth and Bircotes Town Council's HR Committee meeting to be held on Monday 6<sup>th</sup> October 2025 at 2pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

All Members of the HR Committee meeting are hereby summoned to attend for the purpose of considering and resolving the business proposed to be transacted at the meeting as set out hereunder. Please note that meetings may be recorded.

Dated 30<sup>th</sup> September 2025

*W Davies* Officer

17856 To receive and consider any apologies and reasons for absence

17857 To receive Declaration of Interests on any item on the agenda

17858 To suspend the meeting to hold a public session for items on the agenda

17859 To consider the minutes of the HR meeting held on 26<sup>th</sup> August 2025

17860 To consider advertising for the role of Caretaker for the Town Hall

17861 To exclude members of the public under the Public Bodies (Admission to Meetings) Act 1960 to enable consideration of staff matters

17862 To receive feed back from the staff meeting and to discussion staff matters