

I hereby give you notice of the Harworth and Bircotes Town Council HR Committee meeting to be held on Wednesday 15<sup>th</sup> November 2023 at 10.30 am at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

All Members of the Council 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 this 1<sup>st</sup> November 2023

*W Davies* Officer

**17503 To receive and consider any apologies and reasons for absence**

**17504 To receive Declaration of Interest on any item on the agenda**

**17505 To approve the minutes of the HR Committee meeting held on 12<sup>th</sup> July 2023**

**17506 To exclude members of the public under the Public Bodies (Admission to Meetings) Act 1960 to allow members to discuss staff matters**

**17507 To receive an update and consideration of next steps regarding staff matters**