



## PERSONNEL COMMITTEE MEETING

**Meeting to be held on Monday 1st June 2026 at 6pm in the Council Chamber,  
10 Melrose Road, West Mersea, Colchester CO5 8JD**

28th May 2026

Councillors are summoned to attend the above meeting to deal with the following business.

*Kirsty Wadsworth*  
Town Clerk

Members of the public and press are warmly welcomed to attend.  
Mobile phones to be switched to silent.

### **A G E N D A**

- 26/33 To receive apologies for absence and a vote of acceptance to be taken
- 26/34 To record declarations of interests  
Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting
- 26/35 Public session (15 minutes, 3 minutes per speaker)  
Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak.
- 26/36 To elect the Chair of the Personnel Committee
- 26/37 To elect the Deputy Chair of the Personnel Committee
- 26/38 To confirm minutes of the Personnel meeting of 12th May 2026
- 26/39 To review and agree the Personnel Committee Terms of Reference
- Exclusion of Press and Public  
To resolve that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.
- 26/40 To provide an update regarding Grounds/Maintenance Person vacancy

