

**SWANAGE TOWN COUNCIL**

Dr M.K. Ayres  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ  
01929 423636

12<sup>th</sup> February 2025

Dear Councillor

**Personnel Committee**

An extraordinary meeting of the above Committee will be held at the **TOWN HALL, HIGH STREET, SWANAGE** on **MONDAY, 17<sup>th</sup> FEBRUARY 2025** at **4.30 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

*Councillor W. S. Trite*

Chairman

To the Town Mayor and Deputy Mayor,  
Councillor Trite and Councillors Bonfield and Vile.

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**PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 4.30 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

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**A G E N D A**

1. Apologies.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).
3. Items of Information and Matters for Forthcoming Agendas.
- \* 4. To consider confidential employment matter.
5. Date of next meeting – 9.30 a.m. 23<sup>rd</sup> April 2025.

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\* Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda item 4 (due to data protection requirements).

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