

PRINCES RISBOROUGH TOWN COUNCIL

**A MEETING OF THE ADMINISTRATION AND HUMAN RESOURCES COMMITTEE WILL BE
HELD ON TUESDAY 9th JUNE 2015 AT 6.45 PM
IN PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

AGENDA

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

1. Election of Chairman
2. Welcome and Apologies for Absence.
3. Acceptance of Minutes of Previous Meeting of the 1st May 2015
4. Declarations of Interest
Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.
5. Election of Vice Chairman
6. To discuss and decide the responses to correspondence received at the Town Council
7. Invoices for confirmation
6. Agenda Items for Next Meeting
7. To pass a resolution to exclude the public and press in accordance with Section (12) of the Public Bodies (Admission to Meetings) Act 1960 to discuss the long term sickness of a member of staff.
8. Date of Next Meeting



Susanne Griffiths
3rd June 2015