

I hereby give notice of a meeting and summon Members to attend a meeting of the Human Resources Committee on Tuesday 29 September 2026 at 6:15pm in the Town Hall, Bridge Street, Downham Market, Norfolk PE38 9DW.

Members of the public are welcome to attend this meeting.

Signed - Claire Dornan

Role - Town Clerk

Date of Issue – 23 September 2026

Agenda

1. To note apologies for absence.
2. To receive declarations of interest in respect of items on this agenda and to consider any requests for dispensations.
3. To approve the minutes of the Human Resources Committee meeting held on 22 September 2026.
4. Public Participation (Three minutes per person, maximum 15-minute session.)
5. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the consideration of confidential personnel matters.

Confidential Items

- 5.1 To discuss staff welfare
- 5.2 To receive a report on staff sickness / absence
- 5.3 To review the recent investigation and consider key learning points, feedback and actions arising.
6. To consider and determine matters arising from the confidential report within the Committee's delegated authority.

End