

6 Market Place, Downham Market, Norfolk PE38 9DE

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Town Clerk: Claire Dornan

You are summoned to attend a meeting of the **Human Resources Committee** to be held on **Monday 24 February 2025 at 11am** to discuss the business on the Agenda below.

The meeting will be held in the Downham Market Town Hall, Bridge Street, Downham Market, Norfolk PE39 9DW.

Members of the public are invited to attend this meeting.

Yours faithfully

*Claire Dornan*

Claire Dornan

Town Clerk

19 February 2025

## AGENDA

001	To receive Members' apologies for absence
002	To receive Members' Declarations of Interest
003	To approve the minutes of the meeting held on 28 January 2025
004	Confidential Items  To consider a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press
004.1	To discuss the receipt of a formal complaint and agree actions
005	To agree actions required following discussions within confidentiality

End