## **SWANAGE TOWN COUNCIL**

Dr M.K. Ayres Town Clerk

Town Hall SWANAGE Dorset BH19 2NZ 01929 423636

9th October 2025

Dear Councillor

## **Personnel Committee**

A meeting of the above Committee will be held at the <u>TOWN HALL</u>, <u>HIGH STREET</u>, <u>SWANAGE</u> on <u>WEDNESDAY</u>, 15<sup>th</sup> OCTOBER 2025 at <u>9.30 a.m.</u> for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

To the Town Mayor and Deputy Mayor,
Councillor Vile and Councillors Dorrington and Foster.

**PLEASE NOTE:** 

15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 9.30 A.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

\_\_\_\_\_\_

## AGENDA

- 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. Staff Handbook Policy Updates

(Policies and Briefing note enclosed)

- 4. To consider preliminary employee budget for the 2026/27 financial year. (Briefing note enclosed)
- 5. Items of Information and Matters for Forthcoming Agendas.
  (a) Volunteers
- 6. Date of next meeting –22<sup>nd</sup> April 2026