

**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 20 May 2024 at 5pm** to discuss the business on the Agenda below.

The meeting will be held at 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

15 May 2024

## AGENDA

<b>001</b>	<b>To receive Members' apologies for absence</b>
<b>002</b>	<b>To receive Members' Declarations of Interest</b>
<b>003</b>	<b>To approve the minutes of the meeting held on 14 May 2024</b>
<b>004</b>	<b>Confidential Items To consider a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press</b>
<b>004.1</b>	<b>To discuss staff matters</b>
<b>005</b>	<b>To agree actions required following discussions within confidentiality</b>

End