

**ADMIN & HR
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE ADMIN & HR COMMITTEE HELD ON
TUESDAY 15th MAY 2018 AT 6.30PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman Cllr I McLauchlan.
Councillors, M Walsh, A Turner and J Coombs
Clerk to the Town Council- Susanne Griffiths
In attendance Cllr D Knights

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr A Ball who had work commitments.

2. MINUTES

The minutes of the previous meeting on the 15th May 2018 having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. CORRESPONDENCE

None.

5. AGENDA ITEMS FOR NEXT MEETING

To be advised.

6. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

Cllr M Walsh proposed 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 appoint a summer Maintenance Operative. **All present agreed.**

7. DATE OF NEXT MEETING

The next meeting of the Committee is to be advised. There being no further business to discuss, the meeting closed at 6.45pm.

Chairman **Date** **PAGE 04 /18**