



Donnington and Muxton Parish Council

Turreff Hall, Turreff Avenue, Donnington, Telford, TF2 8HG

Email: clerk@donningtonmuxtonpc.org

Website: www.donningtonmuxtonpc.org

Telephone: 01952 608001

To all Members of this Parish Council

14th July 2020

Committee Members: N Dugmore, M Edwards, J Lavery, A Lawrence and R Overton. Ex-officio member: Mrs L Dugmore (Vice-Chair to the Parish Council).

Dear Councillor,

You are summonsed to attend **Remote** meeting of the
Staff and Personnel Committee on Monday 20th July 2020 at 6pm
The meeting will be held via the Microsoft Teams App

Any member of the public wishing to attend this meeting MUST contact the Clerk at the email address shown above prior to the day of the meeting to receive instructions on how to participate.

SP20/07/01 Election of Chairman

To elect a Chairman for this Committee.

SP20/07/02 Election of Vice-Chairman

To elect a Vice-Chairman for this Committee.

SP20/07/03 Apologies

To accept the apologies of those unable to attend.

SP20/07/04 Declaration of Interests

DISCLOSABLE PECUNIARY INTERESTS

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.

Councillors are requested to consider going into Private Session for the following items:

SP20/07/05 Community Events and Engagement Officer

To consider making the position of Community Events and Engagement Officer a permanent post.

SP20/07/06 Risk Assessments

To discuss the draft Risk Assessments in preparation to re-open Council buildings, office and facilities.

SP20/07/07 Turreff Hall

To discuss the concerns raised by the Caretaker with regard to re-opening for groups at Turreff Hall.

Yours faithfully

Ralph L Morgan
Clerk to the Parish Council

