

# RIBBLE VALLEY BOROUGH COUNCIL

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date: 29 October 2018

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Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 7 NOVEMBER 2018** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee members (Copy for information to all other members of the Council)  
Directors

## AGENDA

### Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 12 September 2018 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).
5. Reports from Representatives on Outside Bodies (if any).

### DECISION ITEMS

None.

### INFORMATION ITEMS

- ✓ 6. Flu Vaccinations – report of Director of Resources – copy enclosed.
- ✓ 7. HR Capacity – report of Director of Resources – copy enclosed.

Part II – Items of business **not** to be discussed in public

DECISION ITEMS

- ✓ 8. Annual Training Plan – report of Director of Resources – copy enclosed.
- ✓ 9. Appointments and Resignations – report of Director Resources – copy enclosed.

INFORMATION ITEMS

- ✓ 10. Training Report – report of Director of Resources – copy enclosed.