



KNOWSLEY TOWN COUNCIL

Bob Whiley Community Centre,
Shop Road, Knowsley Village, Merseyside L34 0HD
Tel: 0151 548 4545
Email: jane.thomas@knowsley.gov.uk

Dated this 29th day of February 2024

To the Members of the Human Resources Committee

**YOU ARE HEREBY SUMMONED TO ATTEND a meeting of
the Human Resources Committee of Knowsley Town Council, to be held
on Monday 4th March 2024, in the Committee Room, Community
Pavilion, Pool Hey, Stockbridge Village, commencing at
4.00 p.m.**

Committee Members

Cllr L O'Keeffe (Chair of Committee)
Cllr J Donnelly (Vice-Chair)
Cllr B Donnelly (Mayor of the Council),
Cllr D J Baum, Cllr V Boateng, Cllr I Smith,
Cllr L Tomlinson

**Jane Thomas
Clerk of the Council**

A G E N D A

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**

In accordance with Standing Orders 1.19.1,1.19.2,1.19.3, members are invited to indicate any interests they may have in relation to the items on the agenda for the meeting.

3. RECRUITMENT OF ADMINISTRATIVE SUPPORT

To **CONSIDER** a report, relating to the recruitment of administrative support.

Page 1 – 8

4. REVIEW OF HUMAN RESOURCE POLICIES

To **CONSIDER** the outcome of the review of the Town Councils HR policies.

Page 9 – 12

EXEMPT/CONFIDENTIAL

(Under Section 1.10.1 of the Council's Standing Orders, that in view of the confidential nature of the business about to be transacted, the press and public will be temporarily excluded from the meeting for the following item)

5. TOWN CLERK'S HOLIDAY ENTITLEMENT

To **RECEIVE AND CONSIDER** a verbal report from the Chairman of the Town Council's Human Resources Committee relating to the Town Clerk's holiday entitlement.

