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MAESTEG TOWN COUNCIL
Council Offices
Talbot Street
Maesteg CF34 9BY
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04/07/24

**To Members of the Personnel Committee - C Knight (Chair)
C Davies, R Martin, L Thomas and G Williams**

Dear Councillor,

You are summoned to attend a **Personnel Committee** to be held in the **Council Chamber and remotely via Microsoft TEAMS** on **THURSDAY, 11TH JULY 2024 at 6.30pm.**

Yours sincerely

Sian Teisar
Clerk to the Council

AGENDA

1. To receive apologies & Declaration of Interest.
2. To go into Committee to discuss the recruitment of Community Maintenance Officer to include a timetable for recruitment
 - i) Look at paperwork from 2021
 - ii) Any changes to role description
 - iii) Qualifications needed?
 - iv) Rates of Pay & hours
 - v) Timetable for recruiting i.e. advertising, short listing, interview date etc

Any member of the public wishing to attend is to send their name and email address to the Town Clerk at clerk@maestegcouncil.org where you will be sent a link by email on the day of the meeting