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22 January 2025

**A MEETING OF THE PERSONNEL AND PROTOCOL COMMITTEE WILL BE HELD ON MONDAY 27 JANUARY 2025 AT 7.15PM IN AXBRIDGE TOWN HALL.**

**MEMBERS OF THE COMMITTEE ARE HEREBY SUMMONED TO ATTEND.**

Members of the public are welcome to attend.

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Mrs V L Brice  
TOWN CLERK

## **AGENDA**

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST
3. DRAFT MINUTES OF THE PERSONNEL AND PROTOCOL COMMITTEE MEETING HELD ON 9 DECEMBER 2024 (attached)
4. PUBLIC PARTICIPATION
5. EXCLUSION OF THE PRESS AND PUBLIC – to consider a resolution that, in view of the confidential nature of the business about to be transacted (items 6-8) which contain contractual information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw
6. CONFIDENTIAL ITEM – Assistant to the Town Clerk – Appraisal
7. CONFIDENTIAL ITEM – Town Clerk and Responsible Financial Officer - Appraisal
8. CONFIDENTIAL ITEM – Any proposals/actions resulting from appraisals
9. MACES
10. MAYORAL ROBES – any update
11. MAYOR'S CHAIN – any update
12. CIVIC SERVICE – arrangements including Risk Assessment
13. HONORARY OFFICER VACANCIES
14. VE DAY 80 - 8TH MAY 2025 – any update
15. DATE OF NEXT MEETING  
Councillors: Page (Mayor), Ham (Deputy Mayor), Browne, Faulkner and Taylor