To all members of the Human Resources Committee

You are summoned to attend a meeting of the Human Resources Committee

at 6pm on Wednesday 14th October 2026 at the

Town Council Office, 78 St Mildreds Road, Westgate-on-Sea CT8 8RF

Members of the public are welcome.

If you are unable to attend this meeting, please advise the Town Clerk's office in advance by email so that your apologies may be recorded at the meeting.

Signed: *Nabila Yakub* Town Clerk

Committee Members:
Cllr Donaldson; Cllr Wallin; Cllr Fenning; Cllr Livesey; Cllr King; Cllr Veck.

1. To elect a Chair of the Human Resources Committee for 2026-2027

a) Call for nominations
b) Election if more than one nomination.

2. To elect a Vice-chair of the Human Resources Committee for 2026-2027

a) Call for nominations
b) Election if more than one nomination.

3. Apologies for Absence

To receive and accept apologies for absence.

4. Members' Interests

To receive declarations of pecuniary and non-pecuniary interests.

5. Public Participation Session

The meeting will adjourn to allow a maximum of 15 minutes for the purpose of public participation.

6. Minutes

To receive and approve the minutes of the:

- HR Committee Meeting held on 28th January 2026.

7. Exclusion of the Public and Press

The Council is requested to pass a resolution to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meeting Act) 1960. Because of the confidential nature of the business to be transacted, the public and the press may be asked to leave the meeting during consideration of the following items:

(a) To consider confidential staffing matters.

8. Date of Next Meeting: 2nd December 2026.

Date of Issue: 09.10.2026