



Morecambe Town Council

Morecambe Town Hall,
Marine Road
Morecambe
Lancashire
LA4 5AF

www.morecambe.gov.uk
clerk@morecambe.gov.uk

Proper Officer: Mr Luke Trevaskis

1 April 2021

To: **Members of Morecambe Town Council Personnel Committee**

Dear Councillor,

Dated this first day of April 2021, you are hereby summoned to attend a meeting of Morecambe Town Council's Personnel Committee to be held at 18:00 on the eighth day of April 2021.

The meeting will be held remotely, via the online meeting platform 'Zoom'.

The members and public can join the meeting via the internet by inserting the following link into the address bar of their browser:

[https://us02web.zoom.us/j/85709967682?
pwd=VnNVc3pqOHIOQ3hndUNZc0N6ZVVtdz09](https://us02web.zoom.us/j/85709967682?pwd=VnNVc3pqOHIOQ3hndUNZc0N6ZVVtdz09)

Alternatively, if members or the public have a personal Zoom account, they may join the meeting with the following details:

Meeting ID: 857 0996 7682
Passcode: 624 013

Alternatively, the meeting can be joined by dialling +44 (0) 20 3901 7895 from a landline or mobile telephone.

Your sincerely,

Mr Luke Trevaskis
Proper Officer

Agenda

1. **Apologies** - to receive apologies for absence.
2. **Declarations of Interests** - to note declarations of members' interests.
3. **Public Participation** - to adjourn the meeting for a period of public discussion.
4. **Minutes** - to approve the minutes of the last meeting.
5. **Policies** - to consider the Training Policy, Expenses Policy and Appraisal Policy for recommended adoption by the Council.

6. **Staffing Structure** - to review the three-year action plan and approve a recommended staffing structure to present to council, taking into consideration an appetite from the Environment Committee to appoint a Lengthsman/Town Ranger, and an appetite from the Festivals, Sponsorships and Events Committee to appoint an Community Engagement/Events Officer.