Fishguard & Goodwick Town Council
Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

You are hereby summoned to attend the **HR Committee Meeting**
of the **Fishguard and Goodwick Town Council**,
at **2pm** on **Monday 19th July 2021**,
The meeting will be held virtually via StarLeaf

Cllr. Stokes will be in the Chair.

Cath. Bannister
C. Bannister
Town Clerk/Responsible Financial Officer

HR AGENDA:

1.0 APOLOGIES: CLLR. STOKES
To formally record apologies for absence and to record the attendance of Town Councillors.

2.0 DECLARATIONS OF INTEREST: CLLR. STOKES
As this is the inaugural meeting of the HR Committee, there will be no declarations to make.

3.0 MINUTES OF THE PREVIOUS MEETING: CLLR. STOKES
To approve the minutes of the previous meeting, held on 21.6.21, as a true and accurate record of the meeting.

4.0 PEPARING A PERSONAL DEVELOPMENT REVIEW: CLLR. STOKES.
The Clerk will leave the meeting at this point and the remainder of the meeting will be minuted by Cllr. McCarney.

5.0 DATES AND TIMES OF FUTURE MEETINGS: CLLR. STOKES
In the light of COVID-19, all meetings will be held virtually on the third Monday of each month. The start time for all meetings, will be at the discretion of the Chair.
20th September 2021
18th October 2021
15th November 2021
13th December (one week early)

6.0 URGENT MATTERS: CLLR. STOKES
Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.
The Chair and the Clerk will need to be advised before the start of the meeting.
Please be advised that no resolution can be reached on non-agenda items but they can be discussed and deferred to the relevant committee for further discussion.