

# AXBRIDGE TOWN COUNCIL



Clerk: Mrs V L Brice

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3<sup>rd</sup> January 2018

PO Box 1184  
Axbridge  
Somerset  
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**Please note time of meeting**

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A MEETING OF THE TOWN COUNCIL'S PERSONNEL AND PROTOCOL COMMITTEE WILL BE HELD ON MONDAY 8<sup>TH</sup> JANUARY 2018 AT **6.45PM** IN THE TOWN HALL, AXBRIDGE

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND.

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TOWN CLERK

## **AGENDA**

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST
3. MINUTES OF THE COMMITTEE MEETING HELD ON 4<sup>TH</sup> DECEMBER 2017 (available)
4. PUBLIC PARTICIPATION
5. ASSISTANT TO THE CLERK – to finalise all documentation, advertising of vacancy and interview process
6. CIVIC SERVICE – update
7. MODERN TOWN ARCHIVIST – consider any update on role and items
8. REPLACEMENT OF MACES – update and any further action
9. REGALIA – to include Town Bailiff's Robes, Deputy Mayor's Chain (revised design) and Consort Badge
10. MAYOR'S CHAIN – to update engraving
11. HONOUR OF FREEDOM PLAQUES
12. AWARD OF MERITORIOUS SERVICE
13. DATE OF NEXT MEETING
14. EXCLUSION OF THE PRESS AND PUBLIC – to consider a resolution "that in view of the special nature of the business about to be transacted, which contains personal information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw"
15. CONFIDENTIAL ITEM – CIVIC AWARD AND YOUNG PERSON'S AWARD NOMINEES – to consider the nominations received and to carry out the preliminary selection of a shortlist of award winners (to be recommended to Council – Council to decide the award winners from this shortlist)

Councillors: Browne, Ham, Kendall, Taylor and Wells