



Clerk: Mrs V L Brice
Email: vicky.brice@axbridge-tc.gov.uk
Tel: 07884 264033

23 October 2024

Axbridge Town Council
The Council Office
Church Rooms
Church Steps
The Square
Axbridge BS26 2AP

A MEETING OF THE PERSONNEL AND PROTOCOL COMMITTEE WILL BE HELD ON MONDAY 28 OCTOBER 2024 AT 6.45PM 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 PROTOL COMMITTEE MEETING HELD ON 23 SEPTEMBER 2024 (attached)
4. PUBLIC PARTICIPATION
5. MACES
6. MAYOR'S CHAIN AND ROBES – update
7. CELEBRATION OF AXBRIDGE CIVIC SERVICE – any update
8. REMEMBRANCE DAY – arrangements
9. RESPONSIBILITIES AND ORGANISATIONAL STRUCTURE – Facilities Manager including job description
10. HONORARY OFFICER VACANCIES
11. VE DAY 80 - BEACONS & LAMP LIGHTS OF PEACE - 9.30PM - 8TH MAY 2025 – to consider lighting beacon
12. STAFF APPRAISALS – to agree date
13. DATE OF NEXT MEETING
14. EXCLUSION OF PRESS AND PUBLIC: to consider a resolution that, in view of the special/contractual nature of the business about to be transacted which contains

personal/confidential 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. HONOUR FOR A RESIDENT

Councillors: Page (Mayor), Ham (Deputy Mayor), Browne, Faulkner and Taylor