

POYNTON WITH WORTH TOWN COUNCIL

Civic Hall, Poynton

Date: 4th January 2017

You are summoned to a meeting of the Management and Establishment Committee to be held at **7.30pm on Monday 9th January 2017** at the Civic Hall, Poynton.

AGENDA

Part A

1. Apologies for absence.
2. Declarations of disclosable pecuniary or other interests.
3. To approve as an accurate record the minutes of the meeting held on 28th November 2016.
4. To consider the proposed amendments to the Town Council's Standing Orders, with a view to recommending them to the meeting of the Town Council on Monday 9th January 2017.
5. To consider and agree any communication messages arising from this meeting.

Part B

The public and media are not admitted to Part B of this meeting – Town Council Standing Order 71(b) (i) refers

6. To receive and consider an update from the Clerk on staffing.

Yours faithfully,

**Liz Osborn
Town Clerk**