



**Civic Hall, off Park Lane, Poynton, Cheshire, SK12 1RB**

Date: 24<sup>th</sup> November 2017

You are summoned to a meeting of the Management and Establishment Committee to be held at 8pm on Wednesday 29<sup>th</sup> November 2017 in the Civic Hall, Poynton.

Yours faithfully,

Liz Osborn  
Town Clerk

**Agenda**

**Part A**

1. To note if anyone attending, or present, at the Committee meeting is making, or intends to make, an audio recording or film of the meeting.
2. Questions from members of the public.
3. Apologies for absence.
4. Declarations of disclosable pecuniary or other interests.
5. To approve as an accurate record the minutes of the previous meeting of the Management and Establishment (M&E) Committee meeting held on 25<sup>th</sup> September 2017.
6. To receive and consider an update from the future of policing task and finish group.
7. To receive and consider an update from the town clerk.
8. To consider amendments to the town council's standing orders from the standing orders task and finish group.
9. To consider the proposed opening hours of the Civic Hall for Christmas and New Year.
10. 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**

11. To receive and consider an update from the chair of the committee on staffing issues.