



Howden Town Council

January 27th 2021

The next meeting of the Personnel and Grievance Committee is to be held on Wednesday February 3rd 2021 at 7.15pm via Zoom video call, to transact the business specified below.

Yours faithfully

Sarah Hardcastle

Clerk and Responsible Finance Officer

AGENDA

2021-01-PG: Apologies for absence – to receive and accept.

2021-02-PG: Declaration of Interest –

2021-02.1-PG Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

2021-02.2-PG For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

2021-03-PG: Minutes of the meeting held Wednesday December 2nd 2020 – to agree and approve as a true record.

2021-04-PG: Project 20/20. A report from the Clerk on progress of the project and a report from the Chair on progress of Microsoft 365 for Council. To receive and agree any actions.

2021-05-PG: Correspondence.

2021-06-PG: Date of Next Meeting: Wednesday March 31st 2021.

Join Zoom Meeting

<https://us02web.zoom.us/j/6136986392?pwd=QnMvUndLWDUwRlgrc3hTZFkrRjNFQT09&from=addon>

Meeting ID: 613 698 6392

Passcode: 999 One tap mobile

+441314601196,,6136986392#,,,,*999# United Kingdom

+442030512874,,6136986392#,,,,*999# United Kingdom