

**Committee: Personnel Committee**

**Date: Tuesday 16 May 2017**

**Time: 6.30 pm, or on the rising of Council, whichever is later**

**Venue Bodicote House, Bodicote, Banbury, OX15 4AA**

### **Membership**

**Membership will be confirmed at the Annual Council meeting on Tuesday 17 May 2017**

## **AGENDA**

- 1. Appointment of Chairman for the Municipal Year 2017-2018**
- 2. Appointment of Vice-Chairman for the Municipal Year 2017-2018**

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

### **Information about this Meeting**

#### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221601 prior to the start of the meeting.

#### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

### **Queries Regarding this Agenda**

Please contact Louise Aston, Democratic and Elections  
louise.aston@cherwellandsouthnorthants.gov.uk, 01295 221601

**Ian Davies**  
**Interim Head of Paid Service**

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