

# WHITEHAVEN TOWN COUNCIL

Interim Clerk to the Council: Marlene Jewell  
Telephone: 01946 67366

To: **Members of the Staffing Committee of Whitehaven Town Council – Councillors  
G McKew (Chairman); J Forster; R Gill; B O’Kane; G Roberts**

You are duly summoned to attend **Whitehaven Town Council Staffing Committee  
Meeting on Wednesday 22nd February 2017 at 6.00pm in the Falcon Room,  
Whitehaven Golf Club**

Signed M. Jewell Dated 16<sup>th</sup> February 2017  
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Marlene Jewell, Interim Clerk

## AGENDA

**1. Apologies for Absence**

To receive any apologies for absence

**2. Declarations of Interest**

To receive any declarations of interest relating to the matters on the Agenda

**3. Appointment of Finance and Administrative Assistant**

To agree the terms and conditions for the appointment of a Finance and Administrative Assistant to Whitehaven Town Council. The Chairman will report on this