

**CAISTER ON SEA PARISH COUNCIL**

**Tel: 01493-720893**

**Email: clerk@caisterparishcouncil.gov.uk**

79 Seafield Road North  
Caister on Sea  
Great Yarmouth  
Norfolk NR30 5LG

9<sup>th</sup> August 2024

Dear Councillor

You are hereby summoned to attend a **PERSONNEL COMMITTEE MEETING** at **THE COUNCIL HALL**, Yarmouth Road, Caister on **Monday 13<sup>th</sup> August 2024 at 1900 hrs.**

Yours faithfully

**E DYBLE**  
**Parish Clerk**

**AGENDA**

- 1** Apologies for Absence
- 2** Declaration of Interest
- 3** Discuss succession plan for the imminent retirement of the Parish Clerk and Assistant
- 4** Agree date of next meeting
- 5** Closure of meeting