



**Poynton with Worth  
Town Council**

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

Date: 28<sup>th</sup> March 2018

You are summoned to a meeting of the Management and Establishment Committee to be held at 7.30pm on Wednesday 4<sup>th</sup> April 2018 in the Civic Hall, Poynton.

Yours faithfully,

Liz Osborn  
Town Clerk

**Agenda**

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 29<sup>th</sup> January 2018.
6. To receive and consider a report from the Vice Chair on a revised structure of the Town Council staff team.
7. To consider and agree any communication messages arising from this meeting.