



Leigh-on-Sea Town Council

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Chairman: Cllr Caroline Parker
Vice Chairman: Cllr Paul Lawrence
Town Clerk: Paul Beckerson

Q
QUALITY
TOWN
COUNCIL

3rd October 2013

Notice is hereby given that the next meeting of the **PERSONNEL SUB-COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Wednesday 9th October 2013** at the Leigh Community Centre, 71 - 73 Elm Road, Leigh-on-Sea commencing at **6.30pm**, when it is hoped to transact the following business.

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF MEMBERS' INTERESTS
3. MINUTES OF PREVIOUS MEETING 11th SEPTEMBER 2013
4. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

That in view of the confidential nature of the business to be transacted in item 5 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (staffing)

5. TO DISCUSS MATTERS AS OUTLINED IN (Confidential Appendix 1)

Paul Beckerson
Town Clerk
3rd October 2013

Please Note: Any member who is unable to attend the meeting should send their apologies to the Clerk before the meeting.