



Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

9th July 2015

Notice is hereby given that the next meeting of the **PERSONNEL SUB-COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Tuesday 14th July 2015** at the Leigh Community Centre, 71 - 73 Elm Road, Leigh-on-Sea commencing at **7.00pm**, when it is hoped to transact the following business.

AGENDA

1. ELECTION OF CHAIRMAN
2. ELECTION OF VICE-CHAIRMAN
3. APOLOGIES FOR ABSENCE
4. DECLARATION OF MEMBERS' INTERESTS
5. MINUTES OF PREVIOUS MEETING 7th April 2015
6. 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 the public and press be excluded and instructed to withdraw (SOs. 3(d) and 24(a) - (staffing))

7. REQUEST BY STAFF MEMBER TO BE RE-GRADED (Confidential Appendix 1)
8. TO CONSIDER A SALARY INCREASE FOR A MEMBER OF STAFF – Report 2535/PB (Confidential Appendix 2)

Paul Beckerson
Town Clerk
9th July 2015

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