



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288
council@leighonseatowncouncil.gov.uk | www.leighonseatowncouncil.gov.uk

Chairman: Cllr Douglas Cracknell | **Vice Chairman:** Cllr Keith Evans

Town Clerk: Helen Symmons PSLCC



MINUTES OF A MEETING STAFFING COMMITTEE
TUESDAY 21ST SEPTEMBER 2021
HELD AT LEIGH COMMUNITY CENTRE

Present: Cllrs: David Bowry, Vinice Cowell, Doug Cracknell, Keith Evans, Jill Healey, Emma Smith and Mike Wells

Absent: None

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 6.46pm

9. HOUSEKEEPING ANNOUNCEMENT

The Chairman thanked all for coming to this additional Staffing meeting to the calendar. Housekeeping announcements were made.

10. APOLOGIES FOR ABSENCE

There were none

11. DECLARATION OF MEMBERS' INTERESTS

There were none

12. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 20th July 2021 were agreed and signed.

13. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

The Committee **RESOLVED** to that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw (SO 3d and 24a – staffing)

14. REPORT ON CONFIDENTIAL STAFFING MATTER

The Committee **RESOLVED** to follow the recommendation of the external investigator and a disciplinary hearing will be arranged as per Section 10 of the Staff Handbook.

End of Confidential session

The meeting closed at 7.06 pm