



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 Keith Evans | **Vice Chairman:** Cllr Dr. David Bowry

Town Clerk: Helen Symmons PSLCC



MINUTES OF A MEETING - STAFFING COMMITTEE
TUESDAY 28TH JUNE 2022
HELD AT LEIGH COMMUNITY CENTRE

Present: Cllrs: David Bowry, Vinice Cowell, Keith Evans, Anita Forde and Andy Wilkins.

Absent: Cllr Carole Mulroney

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 6.55 pm

1. ELECTION OF CHAIRMAN

Cllr Evans as Chairman of Council took the chair for the first item and called for nominations:

Cllr David Bowry (Cllr Evans, Cllr Cowell) **RESOLVED**

2. ELECTION OF VICE CHAIRMAN

The Chairman called for nominations:

Cllr Vinice Cowell (Cllr Cowell, Cllr Evans) **RESOLVED**

3. APOLOGIES FOR ABSENCE

Cllr Mulroney

4. DECLARATION OF MEMBERS' INTERESTS

There were none

5. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 22nd February 2022 were agreed and signed.

6. TOWN CLERK'S APPRAISAL

The Committee **NOTED** the report and thanked the Town Clerk for all her work in 2021/22

7. FLEXIBLE WORKING REQUEST

The Committee **NOTED** the report given.

8. MATERNITY

The Committee **NOTED** the report

9. RECRUITMENT

The Committee **NOTED** the report given.

The meeting closed at 7.04 pm