



Leigh-on-Sea Town Council

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Vice Chairman: Cllr Valerie Morgan
Town Clerk: Helen Symmons

Members are requested to attend a meeting of the **PERSONNEL SUB-COMMITTEE** of the Leigh-on-Sea Town Council on **8th May 2018** at the Leigh Community Centre, 71 - 73 Elm Road, Leigh-on-Sea commencing at **7.00 pm**.

Committee Membership

Cllrs: Patrick Fox (Vice Chairman), Richard Herbert, Carole Mulroney and, Ron Owen (Chairman)

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF MEMBERS' INTERESTS
3. MINUTES OF PREVIOUS MEETING 24th April 2018
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 the public and press be excluded and instructed to withdraw (SOs 3(d) and 24 (a) – staffing)

5. REPORT ON CONFIDENTIAL STAFFING MATTER

Helen Symmons
Town Clerk
4th May 2018

Please Note: Any member who is unable to attend the meeting should send their apologies to the Chairman of the Sub-Committee or Town Clerk.

This meeting may only be attended by members of the Sub-Committee