



Leigh-on-Sea Town Council

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

Town Clerk: Helen Symmons PSLCC



MINUTES OF A MEETING - STAFFING COMMITTEE
TUESDAY 30TH NOVEMBER 2021
HELD AT LEIGH COMMUNITY CENTRE

Present: Cllrs: David Bowry, Doug Cracknell, Jill Healey and Emma Smith.

Absent: Cllrs Vinice Cowell, Keith Evans and Mike Wells

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 6.47pm

24. HOUSEKEEPING ANNOUNCEMENT

The Chairman thanked all for coming to the Staffing meeting and housekeeping announcements were made.

25. APOLOGIES FOR ABSENCE

Cllrs Cowell, Evans and Wells

26. DECLARATION OF MEMBERS' INTERESTS

There were none

27. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 28th September were agreed and signed.

28. STAFFING UPDATE

The Committee **NOTED** the report

29. 2021/22 STAFFING BUDGET UPDATE

The Committee **NOTED** the report

30. NATIONAL LIVING WAGE INCREASE APRIL 2022

The Committee **NOTED** the report

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

The Committee **RESOLVED** 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)

32. REPORT ON CONFIDENTIAL STAFFING MATTERS

All matters were **NOTED** by the Committee.

End of Confidential session

The meeting closed at 7.11 pm