



# Leigh-on-Sea Town Council

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Chairman: Cllr Caroline Parker  
Vice Chairman: Cllr Paul Lawrence  
Town Clerk: Paul Beckerson



25<sup>th</sup> July 2013

Notice is hereby given that the next meeting of the **PERSONNEL SUB-COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Wednesday 31<sup>st</sup> July 2013** 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. APOLOGIES FOR ABSENCE
2. DECLARATION OF MEMBERS' INTERESTS
3. MINUTES OF PREVIOUS MEETING 13<sup>th</sup> June 2013
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 in items 5 and 6 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (staffing)

5. REPORT ON INTERACTION OF A COUNCILLOR AND CERTAIN STAFF (Report 2243/TC Appendix 1 and Confidential Appendix)
6. TO NOTE THE NATIONAL COST OF LIVING RISE OF 1% BACKDATED TO 1<sup>st</sup> APRIL 2013

Paul Beckerson  
Town Clerk  
25<sup>th</sup> July 2013

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