



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 Richard Herbert
Vice Chairman: Cllr Syrie Cox
Town Clerk: Paul Beckerson

2nd March 2015

Notice is hereby given that the next meeting of the **PERSONNEL SUB-COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Thursday 5th March 2015** at the Leigh Community Centre, 71 - 73 Elm Road, Leigh-on-Sea commencing at **6.45pm**, when it is hoped to transact the following business.

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF MEMBERS' INTERESTS
3. MINUTES OF PREVIOUS MEETING 21st November 2014
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. TO CONFIRM APPOINTMENT OF ASSISTANT TOWN CLERK as per Council Minute 85(iv) 10th December 2015 (Confidential Appendix 1)
6. TO RECEIVE AND NOTE REPORT FROM TOWN CLERK'S APPRAISAL PANEL ON THE REVIEW OF THE OBJECTIVES 6th FEBRUARY 2015 (Confidential Appendix 2)

Paul Beckerson
Town Clerk
2nd March 2015

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