



Leigh-on-Sea Town Council

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

MINUTES OF THE MEETING OF THE PERSONNEL SUB-COMMITTEE HELD ON THURSDAY 5th MARCH 2015 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulroney (Chairman), Syrie Cox, Donald Fraser, Richard Herbert and Pat Holden

In attendance: Paul Beckerson (Town Clerk) (until Min 31)

The meeting opened at 6.47pm

26. APOLOGIES FOR ABSENCE

Cllr Caroline Parker and Patsy Ryan

27. DECLARATION OF MEMBERS' INTERESTS

There were none.

28. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 21st November 2014 were agreed as a correct record and signed by the Chairman.

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

Start of confidential business

30. TO CONFIRM APPOINTMENT OF ASSISTANT TOWN CLERK as per Council Minute 85(iv) 10th December 2015 (Confidential Report 2493/PB Appendix 1)

The Sub-Committee **RESOLVED** to confirm the appointment of Helen Symmons (Events and Allotments Officer) as Assistant Clerk.

The following item was considered in accordance with SO 13(c)

The Town Clerk left the meeting

31. TO RECEIVE AND NOTE REPORT FROM TOWN CLERK'S APPRAISAL PANEL ON THE REVIEW OF THE OBJECTIVES 6th FEBRUARY 2015 (Confidential Appendix 2)

The Sub-Committee **noted** the report.

End of confidential business

The meeting closed at 6.58pm