



**Councillor Bob Calver**  
**Town Mayor**

**Sarah Grimes PSLCC, Town Clerk**  
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25<sup>th</sup> July 2022

**ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL**

Dear Sir/Madam,

**TOWN COUNCIL STAFFING COMMITTEE MEETING**

You are summoned to attend a **Staffing Committee Meeting of the Burnham-on-Crouch Town Council**, to be held in the council chamber of these offices on **Friday 25<sup>th</sup> July 2022 at 6pm.**

Yours faithfully,

*Joanna Jeffery*

TEMPORARY TOWN CLERK

**AGENDA**

**1 APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**2 DECLARATIONS OF INTERESTS**

**All Town Councillors have completed their Statutory Declarations of Interests in accordance with the Localism Act 2011 and the Code of Conduct for Members, adopted by the Town Council.**

Members are required to declare the existence and nature of any 'personal or prejudicial' interests relating to items on the Agenda having regard to the Code of Conduct for Members. Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the Meeting.

**3 MINUTES**

To receive the minutes of the staffing committee meeting held on 19<sup>th</sup> July 2022.

**4 EXCLUSION OF THE PUBLIC AND PRESS**

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**5 TO PROVIDE AN UPDATE ON STAFFING MATTERS**

**6 CLOSURE OF THE MEETING**

To close the Meeting having considered and determined all items of business.