



**Councillor Bob Calver
Town Mayor**

**Nichola Payne Chief Officer
Telephone: 01621 783 426
email**

Townclerk@burnhamoncrouchtowncouncil.gov.uk

22nd February 2023

**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
Essex
CM0 8JA**

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 **Tuesday 28th February @ 7:30pm**

Yours faithfully,

Nichola Payne

Chief Officer

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.

3 MINUTES

To receive the minutes of the staffing committee meeting held on 24th November 2022 and 21st December 2022, 16th January 2023, 30th January 2023.

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.