

AXMINSTER TOWN COUNCIL

The Guildhall,  
Axminster,  
Devon.

15 February 2016

Dear Councillor,

An extra-ordinary meeting of the Employment Committee has been arranged for 5.00 p.m. on Thursday 18<sup>th</sup> February 2016 at the Axminster Guildhall.

1. APOLOGIES:

2. MINUTES OF PREVIOUS MEETINGS : the minutes of the previous meetings to be signed.

3. PUBLIC FORUM.

4. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS

Deputy Mayor to propose that under the provisions of the Public Bodies (Admission to Meetings ) Act 1960, (as amended by the Local Government Act 1972 the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

5. TO DISCUSS VARIOUS STAFFING MATTERS

Yours sincerely,

*Hilary Kirkcaldie*

Town Clerk