

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

4 May 2016

Dear Councillor,

An extra-ordinary meeting of the Employment Committee has been arranged for 11.00 a.m. on Tuesday 10th May 2016 at the Senior Citizens' Centre.

1. APOLOGIES:

2. MINUTES OF PREVIOUS MEETING : the minutes of the previous meeting to be signed.

3. PUBLIC FORUM.

4. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS: To propose that these be deferred to the next meeting of the Committee.

If appropriate at any point in the above discussions:

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 CONSIDER APPLICATIONS RECEIVED FOR TOWN HANDY PERSON AND AGREE INTERVIEW PANEL AND DATE FOR INTERVIEW

6. STAFFING MATTERS

Yours sincerely,

Hilary Kirkcaldie

Town Clerk