

AXMINSTER TOWN COUNCIL

The Guildhall,
Axminster,
Devon.

Dear Members of the Employment Committee.

21st Jan 2025

Members: Cllrs. Farrow (Chair) Dowdeswell, Hurren, Leat, Paice, Price and Walden.

Meeting Postponed

You are hereby summoned to a meeting of the Employment Committee which has been arranged for 7pm on Monday 27th January 2025 in the Axminster Guildhall.

This meeting will be recorded and recordings will be held for one year by the Town Council. If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded. If you wish to speak, please raise your hand and you will be invited to speak by the Chair. Voting will also take place by show of hands and the Chair will indicate the votes have been noted.

Members and the public are reminded that **remarks must be addressed through the person chairing the meeting**. To assist in this process, please raise your hand to show that you wish to speak, then wait to be invited to speak by the Chair.

Members are reminded:

- a) *Of their obligation to **declare the existence and nature of any personal interests** they may have in any items to be considered at this meeting and to **withdraw if it is a pecuniary one**.*
- b) *That in reaching decisions they should take into consideration the Town Council's decision to reduce its carbon footprint in the light of the **climate/environment emergency**.*
- c) *To ensure that their discussions include full consideration of the points set out in the Town Council's **risk management** strategy.*

With no business to attend to, the Chair has postponed this meeting until further notice.

Yours sincerely,

Paul Hayward

Paul Hayward
Town Clerk / Proper officer / RFO
21st January 2025