

# PUBLIC NOTICE

Members of the press and public are invited to the extraordinary meeting of the **PARISH COUNCIL**

**DATE** THURSDAY 27 JULY 2017

**TIME** 6.00pm

**PLACE** Claydon Room, Plantation Hall,  
Colchester Road, Heybridge

To view the business to be transacted, please log on to [www.heybridgeparishcouncil.gov.uk](http://www.heybridgeparishcouncil.gov.uk) or visit Plantation Hall between 9am and 10am (except Wednesdays and weekends) for a copy of the agenda.

Cllr Natalie Lewis  
Cllr Ashley Jones

21 July 2017

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Cllr Natalie Lewis  
Cllr Ashley Jones



21 July 2017

Members of the Council are hereby summoned to attend the Extra-Ordinary Parish Council meeting in The Claydon Room, Plantation Hall, Colchester Road, Heybridge on **THURSDAY 27<sup>th</sup> JULY 2017** at 6.00pm for the purpose of transacting the following business.

#### **Recording of meetings**

To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that the recording equipment or cameras will capture your image and this will result in the possibility that your image will become part of the broadcast. This may infringe your human and data protection rights and if you wish to avoid this you should move to the appropriate area of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Clerk before the meeting commences.

#### **Public Participation**

This meeting is held in public. To note that under Local Government regulations, only persons registered on the electoral roll are permitted to speak. Visitors will be able to speak within the allotted ten minutes. If several visitors wish to express similar views it is suggested that a spokesperson should speak on behalf of the group. When visitors wishing to speak arrive at the meeting, they should give their names to the Clerk and say that they wish to speak. To avoid arguments and keep the length of meetings to a reasonable level, Councillors will not enter into discussion with visitors during the allocated public participation time. Apart from the initial participation session, the public are not allowed to speak in the meeting.

*N. Jones*

**Cllr Natalie Lewis**

**Cllr Ashley Jones**

**21<sup>st</sup> July 2017**

*In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available for the meeting should make prior arrangements with the Clerk at least 2 days before the scheduled meeting.*

#### **AGENDA**

##### **1. Apologies**

- i) To receive apologies for absence;
- ii) To approve the reasons for absence.



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Plantation Hall, Colchester Road, Heybridge, Maldon CM9 4AL  
Tel: 01621 852 471 Email: [clerk@heybridgeparishcouncil.gov.uk](mailto:clerk@heybridgeparishcouncil.gov.uk)



2. **Exclusion of Press and Public**

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

3. To consider advertisement requirements for the position of Clerk/RFO.
4. To note the interview process as outlined in the Recruitment Policy.
5. To consider the workload of the Locum Clerk/RFO.
6. To agree that full Council will decide on final appointment of new Clerk/RFO.

7. **Future meetings**

The next meeting of the Parish Council will be held on Thursday 17<sup>th</sup> August 2017 at 7.30pm.