



LEDBURY TOWN COUNCIL

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To: All members of Ledbury Town Council

Dear Member,

NOTICE IS HEREBY GIVEN that an extraordinary meeting of the Ledbury Town Council will be held in The Market House, Ledbury on Tuesday 19th January 2016 starting at 7.30pm. All members are summoned to attend. The business to be transacted is set out in the agenda, which is detailed below.

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

Anyone who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.

AGENDA

1. Apologies
To receive apologies for absence.
2. Interests
To receive any declarations of interest and written requests for dispensations.
3. Public Participation
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.
4. To appoint Cllr Bradford to serve on the Economic Development & Planning, Environment & Leisure and Finance & General Purposes Committees.
5. To consider a report (to follow) from Cllr Harvey and financial contribution to a new tourist brochure for Ledbury Locality. Draft copy herewith.

6. Committee System

- 6.1 To consider re-structuring of the Council's Committee system to include delegation of authority to Committees.
- 6.2 Subject to Council's agreement under agenda item 6.1, each Committee will submit draft Terms of Reference to Full Council for approval prior to Full Council giving the Committee devolved power.

7. Employment Matters

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In order to progress confidential employment matters, it is likely that a resolution will be passed to exclude members of the public.

- 7.1 To consider utilisation of support services from HALC.
- 7.2 To set up a Grievance Panel to investigate grievances from two members of staff and to determine what action should be taken.
- 7.3 To set up an Appeals Panel.
- 7.4 To consider terms of reference for the above two Panels.

K Mitchell

Mrs K Mitchell
Clerk to the Council
14.01.2016