

Our Ref: 30/LJM

8th May 2014

Dear Councillor

You are summoned to an **Extra-Ordinary** meeting of the **Council** to be held at the **Town Hall, Felixstowe** on **Tuesday 13th May 2014 at 7.00 pm** for the transaction of the following business

1. Apologies.

To receive apologies and consider requests for approved absence.

2. Declarations of Interest.

Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

3. To consider requests for dispensations from Councillors with a Pecuniary Interest.

Any Councillor with a pecuniary interest in a matter who wishes to be granted a dispensation to remain and speak during, or vote on, that matter, may apply for a dispensation in writing to the proper officer of the Town Council as soon as possible before the meeting which the dispensation is required. Applications may also be made at the Parish/Town Council meeting itself (if Parish/Town Councils have a standing item on the agenda to deal with dispensation requests and the nature of the interest has only become apparent to a Councillor at the meeting itself).

4. To confirm the Recommendation of the Recruitment Panel to Appoint Ash Tadjrishi as Town Clerk w.e.f. 14 July 2014

To confirm.

5. Closure



TOWN CLERK