

Our Ref: 30/CAP

19th February 2014

Dear Councillor

You are summoned to an **Extra-Ordinary** meeting of the **Council** to be held at the **Town Hall, Felixstowe** on **Wednesday 26th February 2014 at 7.30 pm** for the transaction of the following business preceded by:

i. Public Question Time.

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. Questions to the Mayor

For the Mayor to respond to questions from Members in accord with Standing Order 21.

5. To confirm the Minutes of the Meeting of the Council held on Wednesday 5th February 2014

To confirm the minutes of the meeting of Full Council held 5th February 2014 as a true record. - *copy attached.*

6. Exclusion of Press and Public.

"In accord with the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw".

7. To Further Discuss The Resolution of Staffing Matters as Recommended by Personnel Committee.

To further discuss the resolution of staffing matters as recommended by Personnel Committee.

8. Closure



TOWN CLERK