



*Okehampton Town Council*

Town Hall  
Fore Street  
Okehampton  
Devon  
EX20 1AA

01837 53179  
[townclerk@okehampton.gov.uk](mailto:townclerk@okehampton.gov.uk)

Emma James  
Town Clerk

4<sup>th</sup> June 2018

Dear Councillor

You are summoned to attend an extraordinary meeting of Okehampton Town Council to be held on Monday 11<sup>th</sup> June 2018 at 8pm (or at the arising of the Policy & Resources Committee meeting, whichever later) in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James  
Town Clerk

**Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.**

**Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting.  
No decision can be taken on items not detailed on the published agenda.**

### **Business to be Transacted**

1. **Apologies for Absence** - To receive apologies for absence

### **PART TWO**

Items which may be taken in the absence of the press and public.

The Council is recommended to pass the following resolution:-

‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

2. **Staffing Matters** – To consider and ratify recommendations of the Policy & Resources Committee in relation to the filling of a staff vacancy, including the job description and any other associated actions