



Okehampton Town Council

Town Hall
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Devon
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Emma James
Town Clerk

30th July 2018

Dear Councillor

You are summoned to attend an extraordinary meeting of the Policy and Resources Committee to be held on Monday 6th August 2018 at 7.45pm (or at the arising of the Property Committee meeting, whichever later) in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James
Town Clerk

AGENDA

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 Committee 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.**

1. **Apologies for Absence** - To receive apologies from those Members unable to attend

PART TWO

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

The Committee 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 –

- 2.1 Assistant Caretaker Vacancy – To note an update and consider any action as may be required in order to fill the vacancy
- 2.2 Park-Keeper Vacancy – To consider the recommendation of the interview panel