



EXTRAORDINARY COUNCIL MEETING

**Meeting to be held on Monday 19th August 2024 at 10am in the Council Chambers,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

14th August 2024

Councillors: You are hereby summoned to attend the meeting of the Town Council for the purpose of transacting the business itemised below.

Members of the Public: In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Cllr. Sophie Weaver

Mayor, Councillor Sophie Weaver

Members of the public and press are warmly welcomed to attend.

Mobile phones to be switched to silent.

Please do not attend if you are feeling unwell or have any COVID symptoms.

AGENDA

24/174

RECORDING OF MEETING

Chairman to request anyone present to identify their intention to record the meeting

24/175

APOLOGIES FOR ABSENCE

To receive apologies for absence and a vote of acceptance to be taken

24/176

DECLARATIONS OF INTEREST

All Members are to be reminded that they must disclose any disclosable pecuniary interests, registerable interests and any non-registerable interests they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting.

Councillors are requested to review their declarations.

24/177

PUBLIC PARTICIPATION

A period of up to 15 minutes (maximum of 3 minutes per person) for members of the public to ask questions or submit comments about items on the agenda.

Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak.

24/178

COMMITTEES

To agree additional members for the existing committees.

24/179

FINANCE

a) To discuss and agree to appoint Twinn Accountants for a further 2 days to bring the accounts up to date using Edge, and to help resolve any outstanding issues.

b) To discuss and agree to appoint a VAT specialist to advise on outstanding VAT issues.

EXCLUSION OF PRESS AND PUBLIC

To resolve that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

24/180

PERSONNEL

a) To review and agree the job specification and timescale for the Town Clerk vacancy

b) To agree the salary scale and terms of employment

c) To consider matters relating to staff pensions

d) To discuss the Responsible Finance Officer vacancy and agree the next steps