

Meopham Parish Council

The Windmill, Meopham Green, Meopham, Kent DA13 0QA - Tel: 01474 813779
Clerk: Mrs S Egglesden Email: clerk@meopham.org Website: www.meopham.org



To all Members of Meopham Parish Council

You are hereby summoned to attend an **Extraordinary** virtual meeting via zoom of the **Full Council Working Group** of the **Full Council** on **Tuesday 26th October 2021 at 7:00pm**. All decisions made will be actioned under temporary delegated authority of the Clerk. Papers have been circulated for all items shown by (*)

Yours faithfully

Cllr Sheila Buchanan, Chairman
(Issued pursuant to Standing Order 6a)
Date of Issue: 20th October 2021

Members of the Public and Press are welcome to join the Zoom Meeting.
To join the meeting please use the following link: -

<https://us02web.zoom.us/j/86215604026?pwd=Y3psTFZkNG1DMWQyd2VNNjRIRmUwQT09>

A G E N D A

1. To receive Apologies for Absence
2. To receive any declarations of members' interest

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

3. To consider and approve the appointment of a replacement Assistant Clerk for 30 hours per week :-
 - 3.1 To approve the job description (*)
 - 3.2 To consider where to advertise the position and approve any necessary budget for this

DISTRIBUTION

Council Members: Cllrs. D Bramer, M Bramer, S Buchanan, (Chairman), C Dalby, S Gofton, G Green, P. Luxford, J McTavish, J Ogden (Vice Chairman), A Rose, D Sims and B Wade