

## **Meopham Parish Council**

All correspondence to:  
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Dear Sir/Madam,

23<sup>rd</sup> January 2019

### **SUMMONS AND AGENDA FOR AN EXTRAORDINARY FULL COUNCIL**

There will be an **EXTRAORDINARY** meeting of **MEOPHAM PARISH COUNCIL** on Tuesday 29<sup>th</sup> January 2019 at 7.00pm, to be held at **The Windmill, Meopham Green**.

Yours faithfully

A handwritten signature in blue ink that reads 'Sheila Buchanan'.

Cllr Sheila Buchanan, Chairman  
(Issued pursuant to Standing Order 6a)

### **AGENDA**

- 1 To receive Apologies for Absence
- 2 To receive Declarations of Interest
- 3 To approve the minutes of the previous meeting (08.1.19) (\*)
- 4 To consider any matters arising from the above Minutes

### **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 items the public and press will be asked to leave the meeting**

- 5 **5.1** On the recommendation of the Personnel Committee, to approve making the temporary clerical assistant post permanent at the end of the current contract (end date 06.03.19) (\*) (to follow)  
**5.2** On approval of the above, to then approve the continuation of the contract for Mrs J Barker for the above post on its current terms, using the NALC model employment contract.

Distribution:

Council Members: Cllrs D Bramer, M Bramer, S Buchanan (Chairman), S Gofton, P Hasler, P Howard, R Knott, P Luxford, J McTavish, J Ogden (Vice Chairman) D Powell and B Wade