



**Minutes of the Extra Ordinary Meeting of the  
Human Resources Committee of Westgate-On Sea  
Town Council**

**Held on 3<sup>rd</sup> August 2021 at 6.30pm at 78 St Mildreds  
Road, Westgate on Sea CT8 8RF**

Present	Cllr Cornford (Chairperson); Cllr Donaldson (Vice-chairperson); Cllr O'Connor; Cllr Pennington	
Also, in attendance	Mrs Gill Gray (Town Clerk)	
2 803	<b>To receive apologies for absence</b> None	
2 804	<b>Declarations of Interest</b> There were none	
2 805	<b>Minutes</b> It was proposed by Cllr O'Connor and seconded by Cllr Donaldson and <b>RESOLVED</b> : that the minutes of the meeting held on 15 <sup>th</sup> July 2021 were approved as true and accurate record.	
2 806	Committee Members were requested to pass a resolution to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public were excluded from the meeting during consideration of the next items in respect of matters relating to the employment of staff. It was <b>RESOLVED</b> that the public were asked to leave the meeting during consideration of the following items.	
2 807	<b>Staffing Matters</b> A) The Town Clerk reported on staff matters. B) The ICGR sub-committee considered a report and concluded the action necessary as a result.	
2 808	Next meeting: 28.09.2021	
2 809	Meeting closed at 7.05pm	

Signed.....

Date.....26.10.2021

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Initialed 