



Sleaford Town Council

Dear Councillor,

I hereby give you notice that a **Special Meeting of The Full Council** will be held in **3 Mill House, Carre Street, Sleaford** on **Tuesday February 18th, 2014 at 9:00am**. All members of Sleaford Town Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

AGENDA

NOTES

1. **APOLOGIES.** Apologies, with reasons to be given to the Clerk.
2. **DECLARATIONS OF INTEREST.** To receive any Personal or Disclosable Pecuniary Interests.
3. **CHAIRMAN's REPORT,** if any.
4. **RESOLUTION TO MOVE INTO CLOSED SESSION.** To propose that "in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw".
5. **Resolve to hire a temporary assistant in the office, 10 to 21 hours per week as necessary.**
6. **To resolve to advertise the post of Services Supervisor, initially on a 6 month contract.**
7. **To extend the current Temporary Operatives Post for a further 3 months.**
8. **To advertise the post of Operative for Services.**
9. **To advertise the post of temporary Administrative Assistant.**
10. **To set up an appointment panel consisting of the Chair of the Council, Chair of Personnel, Chair of Finance & Strategy, Chair of Services and the Clerk**

B. h Watson,

Councillor B Watson
Chairman
February 13th 2014