

PORTLAND TOWN COUNCIL

Council Offices
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19th October 2017

Dear Councillor

You are hereby summoned to attend the **EXTRAORDINARY TOWN COUNCIL MEETING**, to be held in **PETER TRIM HALL, ST. GEORGE'S CENTRE, REFORNE** on **WEDNESDAY, 25TH OCTOBER 2017**, commencing at **6.45 pm** when the business set out below will be transacted.

It should be noted that it is the Council's intention that all meetings of the Council and its Committees be recorded aurally.

Yours faithfully

Ian Looker
Town Clerk

AGENDA

1. **Chairman's Welcome**
2. **Prayers**
3. **Apologies for Absence** – to receive
4. **Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.
5. **Public Participation** – to receive questions and comments from the public on agenda items only
6. **Consultant Hire** – to consider the motion, “that the Council appoint Ellis Whittam to provide an employment law and human resources fixed fee service in the sum of £1,525.00, exclusive of VAT, optional legal expenses insurance (employment claims) in the sum of £23.79 for three employees, inclusive of Insurance Premium Tax and optional legal expenses insurance (health and safety prosecution) in the sum of £9.51 for three employees, inclusive of Insurance Premium Tax (see confidential attachment)
7. **Exclusion of Press & Public** (discretionary)
“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) ... by reason of the confidential nature of the business to be transacted.”
8. **Date of Next Meeting**
The next meeting of the Town Council is scheduled to take place at Easton Methodist Church Hall on Wednesday, 15th November 2017 at 7.00 pm.