



EPPING TOWN COUNCIL

EPPING HALL, ST JOHNS RD, EPPING, ESSEX CM16 5JU

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TO ALL MEMBERS of EPPING TOWN COUNCIL:

You are hereby summoned to attend an **EXTRAORDINARY MEETING** of the **Epping Town Council** which is to be held in the **Conference Room, Epping Hall, St Johns Road, Epping** on **Tuesday, 28th May 2024** at **6.30pm** in order to transact the following business:

Cherry McCredie

Cherry McCredie, Town Mayor
22nd May 2024

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive any apologies and reasons for absence.

2. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3. DISPENSATIONS

To receive requests for dispensations from members concerning any item of business on this agenda.

4. PUBLIC PARTICIPATION - QUESTION TIME

The Mayor will invite public comments and responses in relation to items on this agenda. *Individuals will be permitted a maximum of three minutes each (total time for this session will be decided at the start of the meeting).*

5. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

6 STAFF CONTRACTS**(Attachments A, B & C)**

Key Member: Cllr C McCredie

Council is requested to **CONSIDER** the new staff contract supporting information as per **Attachment A** and the draft new staff contract as per **Attachment B**.

Council is requested to **CONSIDER** this information and **DECIDE** if they wish to **APPROVE** the draft contract as the new staff contract for new starters at Epping Town Council (from June 2024), subject to the provisions and RECOMMENDATIONS detailed in **Attachment A**.

Council is requested to **APPROVE** the job description (including terms and conditions) for our forthcoming job vacancy, as per **Attachment C**.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.