

Southend-on-Sea Borough Council

Civic Centre
Southend-on-Sea

13 March 2017

Dear Sir or Madam,



I hereby summon you to attend the special meeting of the Southend-on-Sea Borough Council to be held in the Council Chamber, Civic Centre, Southend-on-Sea on, **Tuesday, 21st March 2017 at 6.30pm** for the transaction of the following business.

John Williams
Director of Legal & Democratic Services

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Minutes of the Appointments and Disciplinary Committee held on Tuesday 21st February 2017**
Minutes to follow
- 4 Minutes of the Appointments and Disciplinary Committee held on Tuesday 7th March 2017**
Minutes to follow
- 5 Minutes of the meeting of The Appointments and Disciplinary Committee held Wednesday 15th March 2017**
Minutes to follow (to be considered in conjunction with agenda item 6 below)
- 6 Appointment of Chief Executive & Town Clerk**
Report of the Director of Legal & Democratic Services (to follow)