

Marlborough Town Council

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Town Clerk: Mrs. S A Parker (MILCM)

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

13th September 2017

Dear Councillor

I hereby summon you to an **Extraordinary Meeting** of **Marlborough Town Council** which will be held on **Monday, 18th September 2017** in the **Council Chamber, Town Hall** immediately following the Planning meeting and not before **7.30pm**.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mervyn Hall'.

Councillor Mervyn Hall
Town Mayor

Public Question Time - In accordance with Standing Orders, members of the public may ask questions of Full Town Council. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person of a duration of no longer than 3 minutes unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chairman may direct that a written or oral response be given.

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
To receive declarations of interest and consider any requests for dispensations
- 3. Mayor's Announcements**
- 4. Minutes**
To approve and sign as a correct record the minutes of the Full Town Council meeting held on Monday, 4th September 2017
- 5. To authorise the fixing of the Common Seal of Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting**
- 6. Exclusion of Press and Public**
RECOMMENDED: 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 item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
- 7. Staffing Issue**
To note the Town Clerk's report and consider a recommendation about a staffing issue.