

NEWENT TOWN COUNCIL

AND BURIAL AUTHORITY



Annexe Building rear of
Newent Community Centre
Ross Road
Newent
Glos, GL18 1BD

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18th April 2023

Dear Councillor / Resident

I hereby give notice of a **Town Council Meeting** of Newent Town Council
to be held on **Monday 24th April 2023**
at Room G4 Newent Community School, Watery Lane, Newent

Start 7.30 pm, or soonest after the previous meeting

All Residents of the Town are welcome, and Members of the Council are hereby summoned to attend for the purpose of transacting the following business.

Roy Balgobin
Roy Balgobin
Locum Town Clerk

Public Participation, up to a 10 minute period of time will be set aside before the start of the meeting for public questions.

A G E N D A

1. **To note apologies for absence.**
2. **Declarations of Interest on items on the agenda.**
3. **To approve the Minutes of Council Meeting held on Monday 27th March 2023.**
4. **Clerk's update and matters arising from previous Minutes.**
 - 4.1. To note the Clerk's Report
5. **To confirm the appointment of Roy Balgobin as Locum Town Clerk for the period 17 April to 30 June 2023 (15 hours a week).**

6. **To confirm the appointment of Neil Sapsed as the Town Clerk / RFO effective on 1 July 2023 (Full time).**
7. **To confirm the appointment of Irena Litton as the Locum RFO for the period 17 April to 30 June 2023 (15 hours a week).**
8. **To note the temporary appointment of Emma Bennet as a Town Council Administration Officer effective on 15 May 2023 (10 hours).**
9. **To note the appointment of Charlie Reynolds as an Administration Assistant (Fulltime) commencement date to be confirmed.**
10. **Finance**
 - 5.1 To approve the accounts to be paid
 - 5.2 To note the RFO Report
11. **Date of the Next Meeting – *Monday 15th May 2023 at 7 pm at Room G4 Newent Community School, Watery Lane, Newent.***