



# PREESALL TOWN COUNCIL

2 July 2020

Dear Councillor

You are hereby summoned to attend an extra ordinary meeting of Preesall Town Council on Tuesday 7 July 2020 at 7.00pm via Zoom video conference.

*Cllr Phil Orme*

**Cllr Phil Orme**  
**Mayor**

## A G E N D A

- 1 Apologies for absence**
- 2 Declaration of interests and dispensations**  
To receive from councillors, disclosures of pecuniary and non-pecuniary interest on matters to be considered at the meeting.
- 3 Minutes of the meetings of Full Council**  
Councillors are asked to approve as a correct record the minutes of the meetings held on 17 June 2020 (**enclosed**).
- 4 Public participation**  
The Mayor will ask councillors **to agree** to adjourn the meeting to allow non-councillors to speak. When dealing with public participation there is no obligation to respond immediately to comments made, other than those that relate to items on the agenda. **Matters requiring a council decision or support must be included as a specific agenda item.** At the conclusion of the public session the Mayor will ask councillors **to agree** to reconvene the meeting.
- 5 Lengthsman vacancy**  
At the meeting of the council on 17 June the personnel committee was tasked with creating a job description containing a list of tasks needing to be completed and proposals based on this. Councillors are asked to consider the attached documents detailing the job description, person specification and alternative employment arrangements and **to determine** which is the preferred option for employment. Councillors are also asked **to determine** the title for the role.
- 6 Date of next meeting**  
The next full meeting of the council will be on Monday 13 July at 7.00pm.